

BID Board Meeting

Date: Wednesday 25th May 2022
Time: 11:00am
Venue: Microsoft Teams
Present: Chris Truscott (CT), McDonald's
Jonathan Oldroyd (JO), Gloucester House
Lynne Fisher (LF), St John's Guest House
Jye Dixie (JD), JD Wetherspoons / The William Henry
Cllr Jon Orrell (CJO), Weymouth town council
In Attendance: Dawn Rondeau, Chief Operations Officer, We Are Weymouth
Zach Williams, Operations Assistant, We Are Weymouth
Helen Heanes, Principal Economic Development Officer, Dorset Council

Minutes

BOA/2205/1 WELCOME

The chairman opened the meeting and welcomed members and observers.

BOA/2205/2 APOLOGIES FOR ABSENCE

Graham Perry (GP), The Fair Bridge Trust
Ian Ferguson (IF), Weyline
Tamsin Mutton McKnight (TMM), Merlin / SEA LIFE
Sarah Barnett, Observer, Weymouth College
Cllr John Worth, Observer, Dorset council
Cllr Rob Hughes, Observer, Dorset council

BOA/2205/3 DECLARATIONS OF INTEREST

No declarations of interest were made.

BOA/2205/4 OBSERVERS

Helen Heanes, Principal Economic Development Officer, Dorset Council

BOA/2205/5 MINUTES OF THE LAST MEETING

DR acknowledged a previous request by board director GP regarding omission from the minutes to include his request for printing an updated version of Heritage Trail leaflets.

GP also suggested a small Weymouth guide in a similar format to the trail leaflet for distribution in surrounding towns, which were not included in the minutes of the last meeting. GP wanted it

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minuted regarding the harbour signs that any future signage be fact checked and that relocation be discussed with the harbour team

D1 - The amendment above was acknowledged and the minutes of the April board meeting were approved as a true and accurate record

BOA/2205/6 GOVERNANCE**BOA/2205/6/A WELCOME TO NEW DIRECTORS**

Chris Truscott welcomed Cllr Jon Orrell to the board as a full board member, having previously been an observer to the board, and welcomed Jye Dixie from JD Wetherspoon (The William Henry) as a new board member.

BOA/2205/6/B LEVY UPDATE

DR provided an update on the levy collection, and that more accounts have been settled since the issuance of a summons by Dorset Council for the outstanding 2020-2021 collection.

CT raised concerns that recovery proceedings for 2021-2022 collection have not yet commenced and suggested that this process is underway no later than the end of June 2022.

CT asked that the BID have visibility on the wording of such letters prior to distribution.

A1 – DR & ZW to arrange a meeting with Dorset Council to discuss levy-collection

BOA/2205/7 FINANCE REPORT

The financial report was received by the board, and CT provided an overview of the headlines.

CT, JO, GP and DR have been meeting to discuss budgeting, with the view of increasing allocation on the Improve objective, to help bring tangible improvements to the town.

BOA/2205/8 MARKETING AND EVENTS**BOA/2205/8/A IN THE BAG PR AND LOVING WEYMOUTH AND PORTLAND REPORTS**

The reports from In The Bag PR and Loving Weymouth and Portland were received by the board, no questions were raised. CT requested reports focused on ROI per month.

BOA/2205/8/B DINOSAUR REPORT AND UPDATE

DR provided an update on the success and learning opportunities from the dinosaur trail and referred to her report. The Board had an appetite for a similar event/trail in 2023, however would like to consider the timing, additional activities and linking-up with other organisations to provided added value.

BOA/2205/8/C JUBILEE UPDATE

DR updated that the bunting as part of the Jubilee placemaking activity has been well received by businesses. The team will be installing themed bollard covers throughout the town at the end of the week and will be encouraging businesses to share photos on social media, with a view to Christmas bunting later in the year.

BOA/2205/8/D WEBSITE UPDATE

ZW provided an update on the refreshed We Are Weymouth website. Discussions were had on methods to make sure content is kept up-to-date, and solutions identified working closely with LWP to populate events. The website is due to be live in the next two weeks.

A1 - DR request reports form ITB with a focus on ROI per month.

A2 – ZW to complete website by mid-June

BOA/2205/9 IMPROVE**BOA/2205/9/A GRAFFITI**

ZW has undertaken an audit of graffiti around the town.

Dorset Council have agreed to remove graffiti on this list from their property. A quote has been obtained from CC Infrastructure Services for the removal of graffiti on private property.

ZW said that should the BID wish to proceed, a piece of work would need to be undertaken to identify the property owners to obtain consent and to decide whether the work should be undertaken during the daytime or night-time, and the pros and cons of each.

JO requested a copy of the audit is shared with the Board prior to commissioning CC Infrastructure Services, to understand the scope of removal and identify any potential gaps.

ZW advised it may be beneficial to undertake such removal on at least an annual basis prior to the summer season to remove additional graffiti.

D1 – The Board agreed unanimously to spend up to £820 on conducting graffiti removal from private property

A1 – ZW to speak to other BIDs to understand the pros and cons of working periods

A2 – ZW to send audit list to board members

A3 – Operations Team to work to identify property owners and obtain consent

BOA/2205/9/B BRITAIN IN BLOOM

DR provided an update on Britain in Bloom and advised that baskets still require additional nurturing in their nursery prior to being installed throughout the town. The board agreed with this, and it is anticipated that the baskets will be installed in the first half of June. Communication has

been sent to participants to this effect.

BOA/2205/9/C RANGER PILOT

DR advised that The Operations Team has conducted a tender exercise for the supply of a Town Ranger service for a pilot period between June 2022 and January 2023.

Responses and interviews were undertaken with two applicants, Real World Services and SWL Security Services, and copies of each organisation's response were received by the board in the board pack.

The pros and cons of using both providers was discussed with SWL Security Services demonstrating a greater understanding and experience of working with BID's and delivering best value financially whilst Real World services being based in Weymouth had local knowledge. Nevertheless the fact that with SWL the Ranger would be instructed by the BID team and we would have direct responsibility for their day to day delivery as a stand alone project rather than an extension of Real world, working closely with CSAS and the police as in other towns, tipped the vote in favour of SWL.

D1 – The Board agreed unanimously to appoint SWL Security Services to deliver the pilot

BOA/2205/10 FUNDING APPLICATIONS**BOA/2205/10/A WEYMOUTH TOWN COUNCIL PLAY PARK EQUIPMENT**

A request was received by Weymouth Town Council to install a swing and bench as part of a larger project in the play park on Swannery Walk.

Members discussed the application, however, felt that more clarity was needed from Weymouth Town Council around the proposal, and any implications of wider agreements before being able to fully consider the application.

D1 – The application was deferred to allow for additional information to be sought

A1 – DR to seek additional information from Weymouth Town Council

BOA/2205/11 BALLOT

DR provided an update on the ballot process and the timelines involved. DR will be working with the board, Dorset Council and British BIDs in preparation for a ballot for a new BID term.

BOA/2205/12 ANY OTHER BUSINESS**BOA/2205/12/A REVISED FUNDING APPLICATION FORM**

DR asked members for feedback on the revised funding application form and supporting Information for Applicants document.

CT asked that the documents are updated to ensure that where assets are purchased, a clause is inserted about ensuring that the agreement is on a maintain and repair basis and that if an event, they will ensure the venue is left in at least a good condition as it was found.

DR added that we also feel it is right to evidence business support for applications and ensure that the businesses consulted by the applicant are BID levy-payers.

A1 - DR/ZW to alter funding forms to reflect changes outlined in discussions

BOA/2205/12/B HERAS / PLACEMAKING AT HOPE SQUARE

DR advised that we are looking to enhance the look and feel around Hope Square during the works at Brewers Quay and are looking to design and supply decorative covers for the Heras fencing surrounding the site.

CT asked whether we consider asking businesses to sponsor a banner, DR expressed concern ref promotion of the town rather than specific businesses.

DR is working with Dorset Council to enhance the cruise ship drop-off point at the back of Hope Square to enhance the immediate appeal of the area, having petitioned them to mow grass and work with private owners to manage hoarding.

A1 – DR to present proposal ref HERAs fencing to board via email

BOA/2205/12/C BINS

DR has been in communication with officers from Dorset Council and CJO regarding the recent removal of bins from the town, the negative impact this is having, and to find a way forward.

CJO advised he has met with Laura Miller, Portfolio Holder for Culture, Communities and Customer Services to discuss the matter.

CT advised the BID to write an open letter about the issue.

A1 – DR to write an open letter to Dorset Council

BOA/2205/12/D STATION GATEWAY PROJECT

DR expressed concern about the timescale of the station gateway project, as several deadlines have been missed.

CT advised the BID to write an open letter about the issue, expressing the importance for this to be finished before the summer season

A1 – DR to write an open letter to Dorset Council

BOA/2205/12/E PARKING

DR and CJO are working to find a solution to resolve some of the parking issues faced by hoteliers, from alternative sources, whilst putting pressure on DC with regards the impact on the economy of parking changes.. DR has been directly working with the portfolio holders for economic regeneration and Tourism Cllr Tony Ferrari and parking with Cllr Ray Bryan to identify ways to prevent negative impact.

Decision and Action Log

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BOA/2205/6 GOVERNANCE

LEVY UPDATE

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BOA/2205/8 MARKETING AND EVENTS

BOA/2205/8 ITB

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