



NORTHFIELD

Business Improvement District

Thursday, 12th September 2019

BID Board Meeting - Agenda

1. **Welcome, introduction, declaration of interests** (Andy Clarke, BID Chairman)
 - a. Northfield Beach – Andy Clarke (NCP Trustee, Treasurer)
 - b. Northfield Carnival – Tony Adams (Northfield Carnival, Joint Treasurer)
2. **Apologies** (Marcia Greenwood)
3. **Information Sharing and Exchange Protocols – to be noted** (Page 3) (Marcia Greenwood)
- 3a. **Best Practice for BID Agenda & Minutes:** The “public” sections of the agenda & summary of discussion (including public reports) will now be made available on the Northfield BID website as from 12th September 2019.

Public Agenda:

4. **BID2 Mid-Term Review Report Outcomes (June – September 2019) [PUBLIC]** (Chris Gregory, Heartflood Ltd)
5. **Northfield Victoria Common Public Space Protection Order – Progress to date [PUBLIC]** (Oliver Humpidge, BCC ASB Partnerships Manager South Quadrant, Community Safety Partnership)
6. **BID High Street Security Officer Report, including proposed emergency protocols for the BID area [PUBLIC]** (Mark Graham)
7. **Northfield Beach 2019 Event Evaluation [PUBLIC]** (report by Rebecca Debenham, CEO Northfield Community Partnership)
8. **Northfield Carnival 2019 Event Evaluation [PUBLIC]** (report by Sue Allen, Chair of the Northfield Carnival Committee)
9. **Bloor Homes Planning Application – [PUBLIC] All**

Further details about this application:

<https://eplanning.birmingham.gov.uk/Northgate/PlanningExplorer/Generic/StdDetails.aspx?PT=Planning%20Applications%20On->



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10. Any Other Business (All)

- **Date for Annual Open Forum Meeting (proposed meeting place: Allegro Lounge) [PUBLIC]**
- **BID3 BID Renewal [PUBLIC]**

INFORMATION SHARING & EXCHANGE

Those present at the Board Meeting understood that the information shared and exchanged within the meeting was for the specific purpose of the BID Board, coming together to support the work of the BID and its stakeholders in achieving its priorities as determined in the BID2 Business Plan.

CONFIDENTIALITY GUIDANCE

To enable the exchange of information between attendees at this meeting to be carried out in accordance with the Data Protection Act 1998 & 2018, the Human Rights Act 1998, the Freedom of Information Act 2000 and the Common Law Duty of Confidentiality, all attendees are asked to agree to the following. This agreement will be recorded in the minutes.

- Information may be exchanged within this meeting for identifying any action that can be taken by any of the agencies or departments attending this meeting to resolve the problem under discussion.
- A disclosure of information outside the meeting, beyond that agreed at the meeting, will be considered a breach of the subjects' confidentiality and a breach of the confidentiality of the agencies involved.
- All documents exchanged should be marked 'Private' and/or 'Confidential' – not to be disclosed without consent. All minutes, documents and notes of disclosed information should be kept in a secure location to prevent unauthorised access.
- If further action is identified, the agency (or agencies) that are involved with that action should retain possession of whatever information is required to assist them to proceed with the action(s) and should then make formal requests to or meet with any other agencies holding such personal information as may be required to progress the action quoting their legal basis for requesting such information outside of the meeting. No other party should use information exchanged during this meeting.
- If the consent to disclose is felt to be urgent, permission should be sought from the Chair/Facilitator (or Acting Chair) of the meeting and a decision will be made on the lawfulness of the disclosure.
- Such as the prevention or detection of crime, apprehension or prosecution of offenders, or where it is required to prevent injury or damage to the health of any person.