

**MINUTES OF THE HARLEY STREET BUSINESS IMPROVEMENT DISTRICT  
ANNUAL GENERAL MEETING  
Wednesday 30 September 2026 – 15:00 hrs – 15:20 hrs  
Microsoft Teams**

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b> | <p><b>Welcome &amp; Introductions</b></p> <ul style="list-style-type: none"> <li>• <b>Simon Baynham (SB)</b> welcomed attendees to the BID’s fourth Annual General Meeting and noted that this was the final year of the BID’s first term before the re-ballot in January/February 2027.</li> <li>• <b>SB</b> provided an overview of the Harley Street area, highlighting its healthcare excellence, retail and hospitality offer, major office occupiers and institutions, educational establishments and its historic conservation area containing more than 400 listed buildings.</li> <li>• <b>SB</b> thanked the Board and all those who had contributed to the BID’s activity and success over the previous four and a half years. He noted that the BID had developed a clear understanding of the priorities for the next five-year term, particularly around place and public realm.</li> <li>• <b>SB</b> highlighted upcoming changes and opportunities for the district, including the benefits of the Elizabeth Line, the Cavendish Square project, the potential implications of the pedestrianisation of Oxford Street, improvements to Moxon Street and Paddington Street Gardens North, and improved pedestrian crossings in Harley Street and Wimpole Street.</li> <li>• <b>SB</b> noted that the BID’s collective voice can help unlock funding and enable physical improvements that would otherwise be difficult to achieve.</li> <li>• <b>SB</b> thanked Nicki Palmer (NP), BID Director, and the wider BID team for their work. He also noted that the new BID proposal would launch on 21 October 2026 and encouraged attendees to support the BID and the re-ballot in February 2027.</li> </ul> |
| <b>2</b> | <p><b>Overview from 2025/2026</b></p> <ul style="list-style-type: none"> <li>• <b>Nicki Palmer (NP)</b> provided an overview of the BID’s activity during the previous 12 months and confirmed that the Annual Report would be made available on the BID website under Publications following the meeting.</li> <li>• <b>NP</b> noted that, as the BID approached the end of its first term, supporting businesses remained at the forefront of delivery. The BID had continued to strengthen relationships with existing businesses and establish new relationships as businesses moved into and out of the area.</li> <li>• Following the Board away day in January 2026, the BID’s key themes for the next term were renamed as Place, Safe, Community and Communications. NP explained that the revised themes were intended to provide clearer headlines focused on outcomes, inclusion and championing the area.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

- ❖ **Safe, NP** highlighted the uplift of security teams during the Christmas period with the support of the Howard de Walden Estate. The BID continued its operational activity, including pavement washing where permitted, and the on-street janitorial service responded to more than 650 requests during the year. The BID also worked with the local authority and statutory partners on homelessness, rough sleeping and antisocial behaviour. Bike marking and first aid training remained popular, and a second 24/7 defibrillator had been installed in the area.
- ❖ **Place, NP** highlighted progress on key masterplan projects, including work with partners on the Moxon Street project, supported by secured SIL funding. A working group was also developing plans for Paddington Street Gardens North, with the aim of creating a thoughtful and inclusive green space. In the interim, the BID had provided volunteering opportunities for local workers to support planting and improvements in the gardens.
- ❖ **Community, NP** highlighted continued opportunities for staff learning through the SEEDL Learning platform, mental health and wellbeing sessions, massage sessions, online webinars and seasonal sessions. The new peer network had been successful and would be developed further in the next term. The BID Rewards app had continued to grow, with more than 2,000 loyalty stamps received and more than 70 offers available.
- ❖ **Communications, NP** reported that the monthly newsletter had reached more than 5,000 readers, social media followers had grown to around 1,500 and the BID's platforms and campaigns had generated more than 100,000 impressions. The December 2025 advent calendar received 6,800 entries, with prizes supported by businesses across the footprint.

**NP** thanked the BBC for allowing the BID to provide regular food markets in its piazza, which had provided an alternative dining opportunity and served more than 1,900 meals over the summer.

**NP** also noted that the BID had received a partnership award from the University of Westminster and looked forward to building on this relationship to support students as they enter employment.

Looking ahead, **NP** confirmed that the BID proposal for 2027–2032 would launch on 21 October 2026. She explained that the proposal had been shaped by responses from the business community and would support businesses through significant changes, including the Cavendish Square development and the potential pedestrianisation of Oxford Street.

**NP** thanked levy payers, partners, Board members and businesses for their engagement and collaboration, and thanked the BID team, SB and the Primera team for their continued support.

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | <p><b>Formal Business:</b></p> <ul style="list-style-type: none"> <li>➤ <b>Election of Directors</b> <ul style="list-style-type: none"> <li>• <b>SB</b> advised that, as in previous years, the directors would be elected collectively rather than through separate votes for each director. The following directors were put forward for re-election: <p style="text-align: center;"><b>Chairman / Director</b><br/> Simon Baynham, Harley Street BID<br/> Ruth Duston, Harley Street BID/Primera – <b>NP</b> Proxy</p> <p style="text-align: center;"><b>Healthcare</b><br/> Jonathan Coad, The London Clinic &amp; BID Vice Chair - <b>NP</b> Proxy<br/> Olivia Howes, Welbeck Health Partners - <b>NP</b> Proxy<br/> Martyn Jagger, HCA Healthcare UK - <b>NP</b> Proxy<br/> Robin Winfield, John Bell &amp; Croyden</p> <p style="text-align: center;"><b>Corporate Occupiers / Landowners</b><br/> Neil Davis, BBC - <b>NP</b> Proxy<br/> Andrea Merrington, Howard de Walden Estate<br/> Christopher Murray, Concord London - <b>NP</b> Proxy<br/> David Smith, Lazari Investments</p> <p style="text-align: center;"><b>Leisure / Hospitality</b><br/> George Hammer, Hammer Holdings/One Events<br/> Steve Mellor, AMP Athletic</p> <p style="text-align: center;"><b>Education / Charity</b><br/> Matthew Tolchard, The King's Fund - <b>NP</b> Proxy<br/> Rachel Lambert-Forsyth, Royal Society of Medicine - <b>NP</b> Proxy</p> <p><b>SB</b> invited all attendees to support the nominations of the Board of Directors by requesting a proposer for this motion and a seconder. <b>SB</b> invited a proposer which was <b>Robin Winfield (RW)</b> and the seconder was <b>Andrea Merrington (AM)</b>. The motion was passed and the Directors voted in.</p> </li> </ul> </li> <li>➤ <b>Adoption of Audited Accounts</b> <ul style="list-style-type: none"> <li>• <b>SB</b> then presented the adoption of the audited accounts. He confirmed that the Board had approved the accounts at its meeting the previous week and thanked Primera for the preparation of the account prior to the audit. <b>NP</b> confirmed that the audit had been clean, with no issues raised.</li> <li>• <b>David Smith (DS)</b> proposed the adoption of the accounts and <b>Steve Mellor (SM)</b> seconded the motion. The resolution was put to a vote and was carried.</li> </ul> </li> </ul> |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|          |                                                                                                                                                                                                                                                                                                                                                              |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          |                                                                                                                                                                                                                                                                                                                                                              |
| <b>4</b> | <b>AOB</b> <ul style="list-style-type: none"> <li>• <b>NP</b> noted that the directors were being elected only until the end of March 2027, as the current BID term ends at that point. The intention is for the next term to commence on 1 April 2027, subject to the renewal ballot.</li> </ul> <p>No further questions or other business were raised.</p> |
|          |                                                                                                                                                                                                                                                                                                                                                              |
| <b>5</b> | <b>Closing Remarks</b> <ul style="list-style-type: none"> <li>• <b>SB</b> thanked attendees for their participation and for their support and input over the previous years.</li> <li>• <b>NP</b> thanked everyone for joining the AGM and closed the meeting.</li> </ul>                                                                                    |

Meeting Closed: 1520 hrs.