REPORT TO CABINET

Open		Would any decisions proposed :	
Any especially affected Wards	Mandatory/ Discretionary / Operational	Be entirely within Cabinet's powers to decide Need to be recommendations to Council Is it a Key Decision	YES NO NO
Lead Member: Councillor Kathy Mellish E-mail: cllr.kathy.mellish@west-norfolk.gov.uk		Other Cabinet Members consulted: Councillor Long Other Members consulted:	
Lead Officer: Martin Chisholm E-mail: martin.chisholm@west-norfolk.gov.uk		Other Officers consulted: Chris Bamfield, Alistair Cox, Management Team	

Financial Implications	Policy/Personnel Implications	Statutory Implications	Equal Impact Assessment	Risk Management Implications
YES	NO	YES/NO	NO	NO

Date of meeting: 6th December 2016

BUSINESS IMPROVEMENT DISTRICT (BID)

Summary

The report details the successful vote to establish a Business Improvement District (BID) for King's Lynn and arrangements to progress to implementation in April 2017.

Recommendation

(a) Cabinet is recommended to delegate authority to the Executive Director, Commercial Services and Assistant Director, Section 151 Officer in consultation with the Leader and the Portfolio Holder for Human Resources and Shared Services authority to assist the BID Steering Group and to jointly establish the BID.
(b) Nominate a Member of the Council to the Board of the BID.

Reason for Decision

To enable the BID to be completed.

1. Background

1.1 At its meeting on 28th June Cabinet agreed to support the arrangements to implement a BID for King's Lynn.

1.2 The introduction of a BID would be dependent on a vote of businesses within the BID area.

1.3 The vote has now taken place. The voting arrangements were managed by the Council's Electoral Registration staff.

2. BID Results

2.1 The BID vote ran from 11th October to 8th November 2016.

2.2 BID Results

Number of ballots sent	635
Number of valid votes cast	251
Ballot papers rejected	5
Total Turnout	256
Percentage of turnout ballot	40.31%
Total number of valid votes cast in favour of the BID proposal	53.39% 134
Aggregate rateable value of hereditaments of valid votes cast	£8,196,410
Aggregate rateable value of hereditaments of valid votes cast in favour of the BID proposal	£4,498,395 54.88%

2.3 As the number of votes cast and the rateable value are both above 50% the BID is agreed.

2.4 Legislation allows for appeals to be made against the establishment of a BID to the Council by 7th December. Appeals can only be on the basis that a significant breach of the rules has occurred during the ballot process. In this event the Council would submit a report to the Secretary of State for Committees and Local Government within 28 days of the result of the ballot being published.

2.5 A verbal update on any appeal will be provided at the Cabinet Meeting.

2.6 The Council will manage the billing and collection of the BID levy. The levy will be charged on Business Rates from 1st April 2017 for five years.

3. Next Steps

3.1 To fully implement proposals requires the BID Steering Group to establish a Not for Profit Limited Company prior to April 2017.

3.2 The areas to be covered by the BID as contained in its Business Plan are;

	5yr Budget £
Marketing, Promotion and Events	560,000
Improve town centre access and movement	126,000
Improve quality of the BID area	120,000
Increasing profitability	200,000
Speaking up for business	24,000
Administration and Personnel	260,000
Contingency	70,000
TOTAL	1,360,000

3.3 The Council is required to have a member of the board of the BID. Cabinet requested to approve nominations to the BID Board.

3.4 To ensure the BID is established successfully, Cabinet delegates authority to the Executive Director, Commercial Services in consultation with the Portfolio Holder for Human Resources and Shared Services to assist in the process within existing policy and budget.

4. Financial Implications

4.1 The BID Steering Committee have indicated that they will ask the Council for a short term loan during the current financial year to establish the Not for Profit Company to be repaid in the 2017/18 year from the Levy.

4.2 The loan is likely to be for three or four months for a modest sum and it is proposed that the Council's Assistant Director, Section 151 Officer agree terms in consultation with the Leader.

5. Equalities Implications

Pre-screening assessment attached.

Borough Council of
King's Lynn &
West Norfolk

Pre-Screening Equality Impact Assessment

Name of policy/service/function	Business Improvement District
Is this a new or existing policy/ service/function?	New
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service rigidly constrained by statutory obligations	The establishment of an Independent BID for King's Lynn.

Question	**Answer**				
1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups **according to their different protected characteristic**, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service? Please tick the relevant box for each group. NB. Equality neutral means no negative impact on any group.		Positive	Negative	Neutral	Unsure
	Age			x	
	Disability			x	
	Gender			x	
	Gender Re-assignment			x	
	Marriage/civil partnership			x	
	Pregnancy & maternity			x	
	Race			x	
	Religion or belief			x	
	Sexual orientation			x	
	Other (eg low income)			x	

Question	**Answer**	**Comments**
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	No	
3. Could this policy/service be perceived as impacting on communities differently?	No	
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	No	
5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section	No	**Actions:** **Actions agreed by EWG member:** Allison Bingham
Assessment completed by: **Name**		
Job title	**Date –** November 2016	

Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.