

Decision Maker: **RENEWAL, RECREATION AND HOUSING POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE**

Date: **Tuesday 2 September 2020**

Decision Type: Non-Urgent Non-Executive Non-Key

Title: **BIDS TERMS OF REFERENCE**

Contact Officer: Lorraine McQuillan, Town Centres & BID Development Manager
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Chief Officer: Sara Bowrey, Director of Housing, Planning, Property and Regeneration

Ward: Clock House; Copers Cope; Kelsey and Eden Park; Penge and Cator;
Bromley Town; Orpington; Petts Wood and Knoll; Cray Valley West

1. Reason for report

This report seeks endorsement of the Business Improvement Districts' (BIDs) Terms of Reference document.

2. **RECOMMENDATION(S)**

2.1 That Members of the Renewal, Recreation and Housing PDS Committee note the content of this report and endorse the BIDs' Terms of Reference included

Impact on Vulnerable Adults and Children

1. Summary of Impact: BIDs support the resilience of the local economy and therefore protect local employment for a range of people, including vulnerable adults. Many BIDs provide support to the wider community as well as the business community, supporting charities such as Dementia UK.
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Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Vibrant, Thriving Town Centres:
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Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: N/A
 4. Total current budget for this head: £N/A
 5. Source of funding: N/A
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Personnel

1. Number of staff (current and additional): 1
 2. If from existing staff resources, number of staff hours: 20 per week
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Legal

1. Legal Requirement: Non-Statutory - Government Guidance:
 2. Call-in: Not Applicable:
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Procurement

1. Summary of Procurement Implications: Not applicable
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Businesses within BID areas circa 1,400
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments: to be provided at the meeting

3. COMMENTARY

3.1 There are four Business Improvement Districts (BIDs) established in the borough – Your Bromley, Orpington 1st, Beckenham Together and Penge SE20. The BIDs' Terms of Reference document has been prepared to clearly set out expectations on how the Council will work with and support our BIDs to deliver our joint aims.

Background

3.2 The Council is committed to strengthening our town centres and local economy and the vibrancy of the town centres is a priority in the vision for Building a Better Bromley. It is recognised that Business Improvement Districts are a key partner in achieving these ambitions at both a strategic and operational level.

3.4 The Council wants to ensure that it's relationships with Business Improvement Districts (BIDs) in the borough is mutually beneficial, recognising that all partners are making significant contributions to the success of the borough's town centres and the wider local economy.

3.5 The purpose of the BIDs' Terms of Reference (see Appendix 1) is to clarify and set out expectations about how the Council and BIDs can work together to deliver joint aims that support the vitality of the borough. The joint aims of the Council and the BIDs as outlined within the document are:

- Vibrant town centres
- Supporting businesses in the borough
- Safer, cleaner and greener environments
- Good placemaking that enhances and protects the character of an area
- Promoting our town centres to visitors and investors

3.6 The Term of Reference are presented in 3 main sections:

- **Section 1: Strategic Matters** outlines how the Council will engage and partner with BIDs in relation to strategic matters, focussing on regeneration and economic development
- **Section 2: Operational Matters** sets how the Council and BIDs should engage on operational matters, focussing specifically on events, licensing, environment, communications and contractual issues.
- **Section 3: Proposals** identifies where there could be an improved working relationship between the Council and the BIDs.

3.7 This document is accompanied by a schedule for its implementation, with training and information sharing at all levels of the Council including elected members, senior management, officers and contractors. This training and information sharing will raise the profile of the Business Improvement Districts, emphasise mutual goals and endorses the supportive relationship that achieves the best for residents, businesses and the borough as a whole.

3.8 The BIDs' Terms of Reference will be reviewed and updated on a quarterly basis through the BID Engagement meetings. This will ensure the information is accurate and that there is continued support for the BIDs through improved interactions with the Council.

4. POLICY IMPLICATIONS

The BIDs' fundamental role is to improve, enhance and promote their respective town centres assisting with the Council's ambition to encourage Vibrant Thriving Town Centres.

5. LEGAL IMPLICATIONS

- 5.1 Business Improvement Districts (BIDs) were introduced by Part 4 of the Local Government Act 2003 (LGA 2003).
- 5.2 Their establishment, enforcement and operation is regulated by the LGA 2003 and the Business Improvement Districts (England) Regulations 2004 (SI 2004/2443) as amended
- 5.3 The Operating Agreements between the Council and each BID Company covers the arrangements for the billing, collection and payment of the BID levy. The BID levy is collected by the Council on behalf of the BID Company.
- 5.4. Collection of the BID levy is enforceable in the same way as non-domestic rates.

6. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 6.1 BIDs support the resilience of the local economy and therefore protect local employment for a range of people, including vulnerable adults. Many BIDs provide support to the wider community as well as the business community, supporting charities such as Dementia UK.

Non-Applicable Sections:	PERSONNEL IMPLICATIONS, PROCUREMENT IMPLICATIONS, FINANCIAL IMPLICATIONS
Background Documents: (Access via Contact Officer)	BECKENHAM AND PENGE BUSINESS IMPROVEMENT DISTRICT (BID) UPDATE (Report No. DRR20/002) Tuesday 22 January 2019 BECKENHAM AND PENGE BUSINESS IMPROVEMENT (BID) PROPOSAL FOR 2018/2023 (Report No. DRR17/051) Wednesday 1 st November 2017 BUSINESS IMPROVEMENT DISTRICT STRATEGY FOR TOWN CENTRES (Report no DRR16/050) Tuesday 5 th July 2016