



## Establishment of Melton Business Improvement District Task and Finish group

<b>Corporate Priority:</b>	Delivering sustainable and inclusive growth in Melton
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	No

### 1 Summary

1.1 To establish a task and finish group to review the Melton Business Improvement District.

### 2 Recommendation(s)

#### That Scrutiny Committee:

1. **Establish a Task and Finish Groups as detailed in the report;**
2. **Approve the Terms of Reference for the Task and Finish Group (Appendix A).**
3. **Note the Scoping Documents for the Task and Finish Group will be drafted by the Group at their first meeting and circulated to the Scrutiny Committee for information.**

### 3 Reason for Recommendations

3.1 To seek Scrutiny Committee approval to proceed with a review of the Melton Business Improvement District (BID) on the terms as set out in the attached Terms of Reference (Appendix A).

### 4 Background

4.1 Following feedback from BID levy payers and receivers of services provided by the BID the Scrutiny Committee would like to look into the services provided by BID, its current governance arrangements and plans for future delivery.

- 4.2 There is less than a year left to run on the current term of the BID and there is an opportunity to review what is working and not working and to highlight to the BID, any suggested areas for improvement for the future to enable to the Council to understand its position on supporting the BID in the upcoming ballot.

## **5 Main Considerations**

- 5.1 Full details of the scope, purpose and anticipated outcomes of the Groups are set out in the Terms of Reference.
- 5.2 Once membership has been established, the Group will meet to draft the scoping document. This will then be circulated to all members of the Committee for information.
- 5.3 It should be noted that this review is intended to be short and focused with 2/3 members working to collate and evaluate evidence in order to report back to the Committee in March 2021.
- 5.4 Once the review is complete, a report will agreed by Scrutiny Committee before recommendations are submitted to Cabinet for comment and endorsement before being sent to the Melton BID in advance of the ballot which is due to take place in May 2021.

## **6 Options Considered**

- 6.1 Scrutiny Committee are committed to reviewing the Melton BID as reflected in their Annual Work Plan.

## **7 Consultation**

- 7.1 The Scrutiny Chairman has been consulted on the Terms of Reference.

## **8 Next Steps – Implementation and Communication**

- 8.1 The Terms of Reference for the Task and Finish Group are presented in draft format. Should members wish to propose changes to the Terms of Reference, the Committee will be asked to approve the terms of reference subject to those changes.
- 8.2 The review will proceed in accordance with the timetable set out in the Terms of Reference.

## **9 Financial Implications**

- 9.1 There are no financial implications arising from the report.
- 9.2 Support for the Task and Finish Groups will be resourced from existing budgets.

**Financial Implications reviewed by: Director for Corporate Services**

## **10 Legal and Governance Implications**

- 10.1 There is no legal provision for Task and Finish Groups. This group will therefore operate within the rules set out in the Constitution and the approved Terms of Reference.
- 10.2 Task and Finish Groups do not have decision making powers, therefore any decision (on the wording of the final report, for example) should be undertaken through consensus, not by a vote.
- 10.3 Any recommendations arising from the group will be subject to comment and endorsement by the Scrutiny Committee and endorsement by Cabinet before passing onto the Melton BID for consideration and response as detailed in the Executive Scrutiny Protocol (Section 14).

**Legal Implications reviewed by: Monitoring Officer**

## **11 Equality and Safeguarding Implications**

11.1 There are no equalities implications arising from the establishment of Task and Finish Groups.

## **12 Community Safety Implications**

12.1 There are no community safety implications.

## **13 Environmental and Climate Change Implications**

13.1 There are no environmental and climate change implications.

## **14 Risk & Mitigation**

14.1 There are no risks associated with the establishment of Task and Finish Groups.

## **15 Background Papers**

15.1 There are no background papers.

## **16 Appendices**

16.1 Appendix A – Draft Terms of Reference Task and Finish Group Melton Business Improvement District

<b>Report Author:</b>	<b>Natasha Taylor</b> , Democratic Services Manager
<b>Report Author Contact Details:</b>	01664 502441 ntaylor@melton.gov.uk
<b>Chief Officers Responsible:</b>	<b>Pranali Parikh</b> , Director for Growth and Regeneration
<b>Chief Officer Contact Details:</b>	01664 504321 PParikh@melton.gov.uk