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## **SELKIRK TOWN CENTRE BUSINESS IMPROVEMENT DISTRICT UPDATE**

**Report by Executive Director**

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### **EXECUTIVE COMMITTEE**

**17 April 2018**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 This report provides an update on the Selkirk Town Centre Business Improvement District (BID), outlines the support provided by the Council for the delivery of the BID and recommends appropriate governance support.**
- 1.2 The Selkirk Town Centre Business Improvement District, led by the Selkirk Chamber of Trade, aims to increase economic activity in Selkirk by promoting the town to visitors and improving the environment of the town centre.
- 1.3 The Selkirk Town Centre BID was progressed following a period of business plan development and local business consultation. With the formal agreement of the Scottish Government and Scottish Borders Council, the Selkirk Town Centre BID Steering Group progressed to a formal ballot on 30 November 2017. The outcome of the ballot was successful.
- 1.4 It is important that governance processes and procedures are established to ensure appropriate transparency of funding and resources. In order to monitor the Council's financial input and contribution to the project, the Council agreed that an Elected Member representative is nominated on to the Selkirk BID Board. It is recommended that a Selkirkshire Ward member should be proposed for the Board.

#### **2 RECOMMENDATIONS**

- 2.1 I recommend that the Executive Committee:-**
- (a) Notes the successful, positive Selkirk Town Centre BID ballot on 30 November 2017;**
  - (b) Agrees to recommend to Scottish Borders Council that an Elected Member from Selkirkshire ward represents the Council on the Selkirk Town Centre BID Board.**

### **3 BACKGROUND**

- 3.1 The Selkirk Town Centre Business Improvement District (BID), led by the Selkirk Chamber of Trade, aims to increase economic activity in Selkirk by promoting the town to visitors and improving the environment of the town centre.

### **4 SELKIRK BUSINESS IMPROVEMENT DISTRICT**

- 4.1 The Selkirk Town Centre BID was progressed following a period of business plan development and local business consultation. With the formal agreement of the Scottish Government and Scottish Borders Council, the Selkirk Town Centre BID Steering Group progressed to a formal ballot on 30 November 2017. The outcome of the ballot was successful.
- 4.2 The Steering Group has progressed with the next development phase of the BID including establishing a legal entity (BID company); setting up financial and administration arrangements; and recruiting a part-time project manager. The business plan, which was developed by the Steering Group and consulted with local businesses during the development phase, will now be implemented over a five year period from 1 April 2018 to 31 March 2023. .
- 4.3 Financial monitoring of the BID levy collation will be provided by the Council's Customer Services team. A detailed Operating Agreement between the Council and the new BID company is at the final stages of being approved. The Council will issue appropriate bills advising those in the designated Town Centre BID area of the requirement to collect the BID levy on behalf of the new BID company. There are a number of financial implications in relation to the Selkirk BID, which were covered under the previous report to Council.
- 4.4 It is important that governance processes and procedures are established to ensure appropriate transparency of funding and resources. In order to monitor the Council's financial input and contribution to the project, the Council agreed that an Elected Member representative is nominated on to the Selkirk BID Board.
- 4.5 For Elected Member's duties on the Board, the Council has guidance within its Code of Conduct which should be considered in terms of Councillors being directors, particularly with regard to the requirement to comply with the rules of the organisation as well as code of conduct and declaring interests. It is the duty of the nominated Elected Member to observe and comply in all respects with the Councillors' Code of Conduct. It is their responsibility as a Councillor to make sure that they are familiar with, and that their actions comply with, the provisions of the Code.
- 4.6 It is recommended that a Selkirkshire Ward member is nominated for the Board. An appropriate Council officer will also provide advisory support and act as an observer on the Board.

### **5 RISKS AND MITIGATIONS**

- 5.1 The representation of an Elected Member on the Selkirk BID Board, along with appropriate Council and BID Scotland advisory support, will help to ensure the appropriate management of the project. Financial monitoring of the BID levy collation will be provided by the Council's Customer Services team.

## **6 IMPLICATIONS**

### **6.1 Equalities**

A key aspect of the Council's Economic Development service work is to reduce barriers to economic inequality. The Economic Development Service will recommend to the Selkirk BIDs Steering Group and BID companies to undertake Equality Impact Assessments at the appropriate stages of project proposals.

### **6.2 Acting Sustainably**

Business Improvement District (BID) initiatives are promoted by the Scottish Government to support sustainable economic growth. The BID model, led by the private sector, enables the private and public sectors to work together and invest in improvements to the local business environment, while contributing to the wider regeneration of the local community.

### **6.3 Carbon Management**

There is no anticipated net increase in carbon emissions at a Scottish Borders level. Individual projects which are taken forward as part of the project will be assessed appropriately to minimise impacts and maximise low carbon opportunities.

### **6.4 Rural Proofing**

Rural Proofing is not required as the proposal does not relate to new or amended Council policy or strategy. Towns and town centres act as a potential hub for rural communities and it is anticipated that any actions/activities would add value to the wider rural economy rather than having a negative impact.

### **6.5 Changes to Scheme of Administration or Scheme of Delegation**

There are no changes to be made to the Scheme of Administration or Scheme of Delegation arising from this report.

## **7 CONSULTATION**

- 7.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Service Director HR and the Clerk to the Council have been consulted and their comments have been incorporated into the report.

**Approved by**

**Rob Dickson**  
**Executive Director**

**Signature .....**

**Author(s)**

Name	Designation and Contact Number
Bryan McGrath	Chief Officer Economic Development, Chief Executives - Tel: 01835 826525

**Background Papers:** None

**Previous Minute Reference:** Executive Committee 19 September 2017

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