

Economy Committee

10.00am, Tuesday, 20 September

Queensferry Ambition Business Improvement District (BID) Renewal Ballot

Item number

Report number

Executive/routine

Wards

Executive Summary

Economy Committee is asked to note the proposal to hold a Queensferry Ambition Renewal Ballot in March 2017.

Queensferry Ambition Business Improvement District (BID) was established in 2012 following a successful inaugural BID ballot.

The Business Improvement Districts (Scotland) regulations 2007 require a renewal ballot every five years.

Links

Coalition Pledges

Council Priorities

[CP8](#), [CP9](#)

Single Outcome Agreement

[SOA1](#)

Queensferry Ambition Business Improvement District (BID) Renewal Ballot

1. Recommendations

- 1.1 To note the proposals to hold a renewal ballot for Queensferry Ambition Business Improvement District (BID) in March 2017.

2. Background

- 2.1 Queensferry Ambition BID held an inaugural ballot in 2012 to become a BID for a five year term and is now seeking to hold a renewal ballot to secure a further five year BID term from 2017-22. The BID has approximately 200 members who each pay a levy. The collective levy income per annum is £90,000.

3. Main report

- 3.1 Scottish regulations require the BID Proposer to serve notice to their Local Authority.
- 3.2 A BID Proposal will be presented to the City of Edinburgh Council in December 2016 detailing the proposed business plan.
- 3.3 The Council has a statutory duty in respect of BIDs to act as the Ballot Holder, provide statement of existing Council services to the BID Proposer, supply a list of ratepayers eligible to vote in BID ballots to the BID Proposer, and if the ballot is successful, collect the BID levy.
- 3.4 The BID renewal process will be supported by Council officers from City Strategy and Economy, Non Domestic Rates, Elections and the North West Locality.

4. Measures of success

- 4.1 The BID renewal ballot must be won on four counts:
 - 25% turnout of eligible voters;
 - 25% of the eligible rateable value of properties must turnout;
 - the number of yes votes must exceed the number of no votes; and

- the aggregate rateable value of properties voting in favour of the BID Proposals must exceed the aggregate rateable value of properties voting against the BID Proposals.

5. Financial impact

- 5.1 The Council's cost associated with the Queensferry Ambition renewal ballot will be met from the City Strategy and Economy budget for 2016/17.

6. Risk, policy, compliance and governance impact

- 6.1 Risks associated with BIDs are addressed within the Economic Development Service Risk Management Strategy.

7. Equalities impact

- 7.1 There are no direct Equalities impacts arising from the proposals to hold a renewal ballot in March 2017.

8. Sustainability impact

- 8.1 There are no direct sustainability impacts arising from the proposals to hold a renewal ballot in March 2017.

9. Consultation and engagement

- 9.1 Queensferry Ambition BID Board are responsible for consultation and engagement in the development of the BID Proposals.

10. Background reading/external references

- 10.1 None

Paul Lawrence

Executive Director of Place

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11. Links

Coalition Pledges

Council Priorities

CP8 - A vibrant sustainable local economy

CP9 - An attractive city

Single Outcome

Agreement

SOA1- Edinburgh's economic delivers increased investment jobs and opportunities for all

Appendices

1 - QA BID Ballot Timetable

QUEENSFERRY AMBITION BID

RENEWAL BALLOT TIMETABLE – 23RD MARCH 2017

The Business Improvement Districts (Scotland) Regulations 2007

ITEM	B-n	PROCEDURE	TIME	DATE	COMMENTS
1	B-154	Last day for notice of intention to put BID proposals to ballot.	Regulation 4 At least 154 days before ballot day.	20 th October 2016	
2	B-120	BID review.	BID Project should be reviewed and agreement reached as to whether a positive vote is achievable or not. If a positive vote is not achievable then the BID should not go to ballot.	23 rd November 2016	
3	B-98	Last day for the submission of the BID proposal to the Council and Scottish Ministers.	Recommended 98 days	15 th December 2016	
4	B-70	Local Authority to confirm that it is or is not vetoing the BID proposals	Regulation 14(1) For the purposes of section 42(2) of the 2006 Act, the prescribed period is 70 days prior to the day of the ballot	12 th January 2017	

ITEM	B-n	PROCEDURE	TIME	DATE	COMMENTS
5	B-56	98 days after item 1 the BID Proposer requests local authority to instruct ballot holder to hold ballot.	<p>Regulation 5(2)(a)(ii) and (b) The request to hold a ballot should be at least 56 days* before the ballot date.</p> <p>*To allow time to put in place ballot arrangements, before issuing ballot papers (at least 42 days before ballot), it is recommended that the request to hold a ballot should be made at least 56 days before the ballot date.</p>	26 th January 2017	
6	B-56 - B-42	<p>The Local Authority instructs the ballot holder to hold BID Ballot.</p> <p>Ballot holder puts in place arrangements to hold BID ballot.</p>	<p>Regulation 6</p> <p>Regulation 8</p>	26 th January 2017	
7	B-42	<p>Issue of ballot papers.</p> <p>Spoilt ballot papers.</p> <p>Publication of notice of ballot (by ballot holder).</p>	<p>Schedule 2, para. 2(1)(b) 42 days before ballot date.</p> <p>Schedule 2, para. 11 Spoilt ballot papers may be replaced any time from the issue of ballot papers.</p> <p>Schedule 2, paras. 1 and 3</p>	9 th February 2017	
8	B-42	Last day for postponing the day of the ballot by up to 15 days.	<p>Schedule 2, para. 2(2) - No later than 42 days before the day of the ballot, the ballot holder may postpone the day of the ballot by up to 15 working days.</p>	9 th February 2017	

ITEM	B-n	PROCEDURE	TIME	DATE	COMMENTS
9	B-10	Last day for the appointment of a proxy.	Schedule 2, para. 5(5) An application to appoint a proxy shall be refused for the purposes of a particular ballot if the ballot holder receives it after 5 p.m. on the tenth day before the day of the ballot.	13 ^h March 2017	
10	B-7 working days	First day for request for issue of replacement of LOST ballot paper.	Schedule 2, para. 12 Where a voter has not received their ballot paper by the seventh working day before the day of the ballot, that voter may apply (whether or not in person) to the ballot holder for a replacement ballot paper.	14 ^h March 2017	
11	B-5	LAST day for cancellation of Proxy.	Schedule 2, para. 5 (10) A notice under sub-paragraph (9) by a person entitled to vote cancelling a proxy's appointment shall be disregarded for the purposes of a ballot if the ballot holder receives it after 5 p.m. on the fifth day before the date of the poll at that election.	18 th March 2017	
12	B	BALLOT DAY.	Schedule 2, para. 2 At least 42 days, but no more than 90 days after the date on which the ballot holder published the notice required by paragraph 3(a)	23 March 2017	
13	B+1	The Count.	Schedule 2, paras. 14 – 16 As soon as practicable after the day of the ballot, the ballot holder shall make arrangements for counting the votes cast on such of the ballot papers as have been duly returned (in accordance with paragraph 13) and record the number counted.	24 th March 2017	

ITEM	B-n	PROCEDURE	TIME	DATE	COMMENTS
14	B+1 B+8	Declaration of the result.	<p>Schedule 2, para. 17 The ballot holder, having made the certification under sub-paragraph (1), shall:</p> <p>forthwith make a declaration of the matters so certified; and</p> <p>give <u>public notice</u> of the matters so certified as soon as practicable and within 7 days after the counting of the votes.</p>	By: 24 th March 2017 31 st March 2017	