

## Fast Track Decision-Making Process

The beauty of Kendal Business Improvement District being private sector lead means that we can react quickly and make decisions without having to wait for a full board meeting. Board meetings take place on the first Tuesday of every month from 5.30pm.

In certain circumstances, the Board need to react quickly and the simple explanation below outlines how that process works'

- 1) All directors are emailed with an explanation of what is required, it could be anything from a simple request for opinions on a project to a request for additional funding.
  - 2) The directors are on a full email list and all Directors should 'reply-all' to ensure that there should be a discussion. In the case that a Director would like to make a private note/ ask a question privately they can do so.
  - 3) In certain circumstances, the council representatives are not included in the list. We appreciate their need for extended times to react to questions posed within the board.
  - 4) All questions are given a time scale to reply (dictated by the urgency of response needed) and it is up to the Directors to respond within that timescale. Timescales are at least 48 hours.
  - 5) The project manager does make decisions out of the scope of this process but only after discussion with the Chairman/ vice-Chairman. These decisions are invariably minor and are reported to the Board at the nearest opportunity.
- Kendal BID is a private Ltd company that represents its levy payers. It is run as efficiently and as fairly as is possible and its decisions are non-political and that of a private Ltd company.