
BBID: BOARD BALLOT SUMMARY

SENT TO ALL BID DIRECTORS FOR EMAIL SIGN OFF.

MAY 23: AGENDA

1. BALLOT
 - a. BALLOT SUMMARY
 - b. BCC LEVY OVERVIEW
 - c. BBID LEVY RULES
 - d. BBID BOUNDARY CHANGES
 2. CONSULTATION
 3. BUSINESS PLAN (VOTE REQUIRED)
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1b. BALLOT: BCC LEVY OVERVIEW

2/22/2023	Prep meeting with BID	COMPLETED
3/7/2023	1st data set forwarded to BID (following BID confirming BID boundary); BID confirms 14/09 ballot date	COMPLETED
3/17/2023	BID rules finalised	COMPLETED
3/22/2023	BCC to draft baseline statement and provide to BID Proposer	COMPLETED
3/27/2023	Draft BID proposal submitted to BCC for comment, BCC to check and confirm compliance with BID regulations. Provide feedback to BID	COMPLETED
3/30/2023	Draft BID proposal shared with potential levy payers, feedback collated (5wks)	COMPLETED
4/27/2023	Final BID proposal drafted (5wks)	COMPLETED
5/3/2023	Operating Agreement drafted, and sent to BID (3wks)	OUTSTANDING
5/11/2023	Confirm with BID Proposer format by which voter information is to be logged for compiling Civica voter list	COMPLETED
5/25/2023	Send BID Proposer copy of mailing list In Civica/ERS Format (ongoing liaison between ED/BR & BP to revise for 4wks)	COMPLETED
5/31/2023	Final BID proposal submitted to BCC for comment, along with details of consultation and business plan. BCC to check and confirm compliance with BID regulations. Provide feedback to BP, if required BP to make changes and resubmit (4wks)	LIVE
6/22/2023	84 days before Statutory (Latest) Date: BID formally notifies SoS & BCC of intention to ballot (notify BCC comms team)	
6/26/2023	BID proposal agreed and signed off by BCC	
6/29/2023	Final BID proposal produced and made available to businesses	
7/3/2023	Liaise with BID Proposer to revise mailing list in CivicaERS format in preparation for finalising	
7/4/2023	Cabinet TBC	
7/11/2023	BP confirms mailing list is correct and no further amendments can be made	
7/12/2023	Mailing list sent to Electoral Services	
7/13/2023	CES to Receive Mailing List, wording for all Documents	

8/3/2023	Statutory (Latest) Date: Notification of Ballot	
8/15/2023	Suggested Despatch of ballot papers	
8/17/2023	Statutory (Latest) Date: Despatch of Ballot Papers	
8/21/2023	Provide BID Proposer with two progress reports a week	
9/4/2023	Latest Date to Appoint Proxy	
9/8/2023	Issue Of Replacements	
9/9/2023	Latest Date to Cancel Proxy	
9/14/2023	Ballot date (close of ballot)	
9/15/2023	Issue of Result by 5pm	
10/2/2023	Billing leaflet finalised	
10/6/2023	OA Signed off/sealed by BCC	
11/1/2023	BID Start Date	

1c. BALLOT: BID LEVY RULES

THE BID LEVY RULES

1. BID Term

The term of the BID will be for a period of five years from the 1st of November 2023, ending 31st October 2028.

2. The BID Rateable Value

Throughout the term of the BID, the levy will be charged on the rateable value shown for the hereditament on the 1st of September 2023 iteration of the 2023 valuation list.

If no rateable value is shown for a hereditament on the 1st of September 2023 iteration of the 2023 valuation list the rateable value as listed on the subsequent list will be used and billed at the next billing period.

3. The BID Levy

BID levy will be applied to all business ratepayers with a rateable value of £5,000 or more, except those that are listed on the National Non-Domestic Rates list as superstores. The BID levy payable for each hereditament is 2% of the rateable value.

The BID levy is based on a 'chargeable day' basis and is paid in full in advance by the BID levy payer on 1 November of each year.

4. BID Exemptions

Any hereditament with a rateable value of £4,999 or less will be exempt from paying the levy.

Hereditaments listed on the non-domestic rates valuation list as superstore and premises are exempt from paying the levy.

1c. BALLOT: BID LEVY RULES

5. BID Levy Discounts

Hereditaments in receipt of mandatory charitable relief on business rates will receive 75% discount on their levy payable.

6. BID Levy Adjustments

There will be no adjustments to the BID levy during the BID term for changes in rateable value except in the following circumstances:

Properties removed from the valuation list, or having their rateable value reduced to zero, will be subject to the BID levy up to the next billing period.

New properties, or those where the rateable value is increased from zero, will be liable from the next billing period.

Where changes to properties cause the rateable values to be split or merged, then the BID levy will be re-calculated on the revised value(s) with effect from the next billing period.

7. Liability for the BID levy

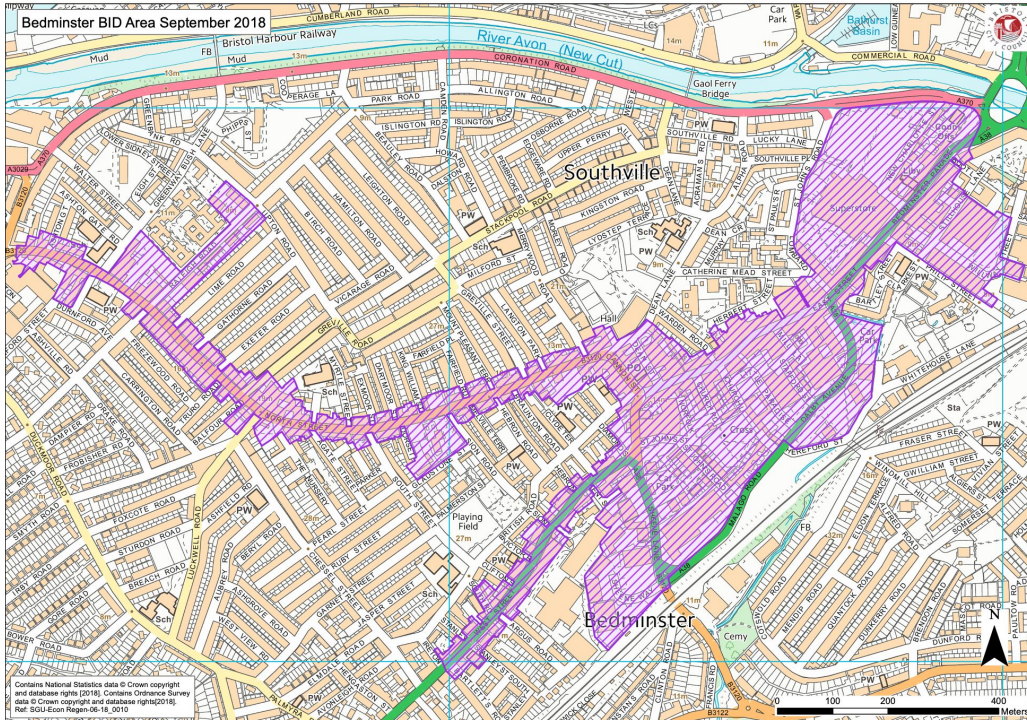
The person liable to pay the BID levy is the Liable Party for the non-domestic rates for the hereditament.

There will be no changes to the BID liability in the billing period i.e. the person liable for business rates at the start of each billing period will be the BID levy payer for the entire BID billing period.

When a hereditament is untenanted or empty, the eligible ratepayer will be liable for the BID levy with no void period.

List of Sectors: Advertising Right, Amusement Arcade, Bank, Car Parks, Communication Station, Factories, Guest Houses, Libraries, Museums, Offices, Other commercial, Other Ed, Tng & Cult, Other Industrial, Public Houses, Restaurants, Retail Warehouses, Shops, Superstores, Surgeries, Swimming Pool, Theatres, Warehouses, Workshops & Offices

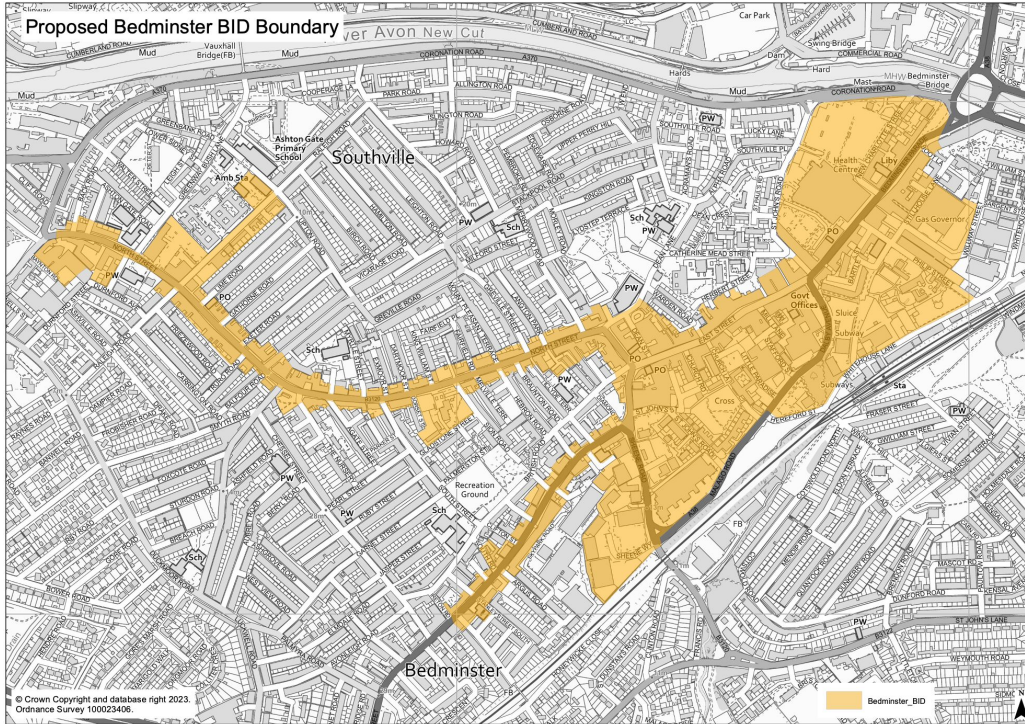
1d. BALLOT: BID BOUNDARY 2018



This depicts the 2018 boundary line and includes the following streets:

Bedminster Parade, Boot Lane, Cannon St, Church Lane, Church Road, Dalby Avenue, Dean Street, East St, Hereford St, Kent St, Little Paradise, Lombard St, Malago Rd, Mill Lane, Nelson Parade, Philip St, Raleigh Rd (part of), Regent Rd, Sheene Rd, Sheene Way, St Catherines Pl, St Johns St, Stillhouse Lane, Wesley Street, West St (part of), Willway St (part of)

1d. BALLOT: BID BOUNDARY 2023



This depicts our new 2023 boundary line, highlighting expansion to cover The Old Brewery site and roads surrounding Windmill City Farm as discussed. Additional streets highlighted in yellow:

Bedminster Parade, Bedminster Place, Boot Lane, Booth Road, Cannon St, Church Lane, Church Road, Dalby Avenue, Dean Street, East St, Essex Street, Granby Mews, Hereford St, Kent St, Leicester St, Little Paradise, Lombard St, Malago Rd, Mill Lane, Nelson Parade, New Charlotte Street, New John St, Norfolk Place, Philip St, Picture house Court, Raleigh Rd (part of), Regent Rd, Sheene Rd, Sheene Way, South Road, St Catherines Pl, St Johns St, Stafford St, Stillhouse Lane, Wesley Street, West St (part of), Willway St (part of)

This growth now includes vacant and developing plots, offering strategic expansion and future proofing for our BID.

2. CONSULTATION

Our consultation process started pre Christmas, with George Grace drafting the steps for the consultation itself and the ballot.

The council levy department have been overseeing the process and we are working closely to make sure that all necessary stages are completed.

Our process was signed off and the team were satisfied that we are taking the correct and necessary steps to engage with our levy members.

[BBID CONSULTATION PROCESS 2023](#)

This is of course an ongoing stage that informs our Business Plan and the projects we create for 2024 and beyond.

If you have not yet filled in the online survey please take the time to do so via:

[BEDMINSTER BID CONSULTATION SURVEY 2023](#)

<https://www.bedminster.org.uk/news-cms/consultation-have-your-say>

The initial pick up was slow so I created a QR code to help encourage members in our face to face session/in store drop ins to engage.

Please feel free to continue sharing this should you find it helpful in your conversations:



3. BUSINESS PLAN

DELIVERING CLEAN, GREEN & VIBRANT STREETS.

BCC were happy with our draft business plan content and our final draft business plan is ready to drop into the new look BP document ahead of its review.

For reference last years Business Plan can be found [HERE](#)

BUDGET: £5500

£1600 Printing: Print run of 1000, full colour, 28 Text pages, using 130 gsm paper, staple bound

£3250 Design & Content Creation: New look format, design, copy, content and photography (5 days of agency time at reduced cost/pro bono)

£650 Ballot campaign: This is ring fenced to deliver ballot activity

RECOMMENDATION: *I have suggest a total budget of £5.5K to cover all ballot related activity, bar BID Manager and support time. Plaster to date have been very accommodating and squeezed as much into their monthly retainer to get it to this point with the final design time and associated charge necessary. They have a brilliant track record of doing our design and I see no reason to seek additional quotes for this document.*

Highlighted is a smaller budget of £650 to help activate the ballot within our community. This will be used for targeted social and local partnerships to highlight the BID work to date and encourage our community to vote yes.

An OOH partnership was proposed by Steve Hayles allowing us to cover supply costs. Clear messaging is needed to show that advertising space was granted FOC should OOH agree.

ACTION: VOTE REQUIRED

BBID BOARD BALLOT SUMMARY DOCUMENT

Please feel free to contact me anytime.

JOSS

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