

APPENDIX D

Category	Requirement	Source	Requirement Summary
Regulation	BID proposal content	LGA 2003; BID Regs Sch 1	Must include boundary, term, services, governance, levy
Regulation	Additionality	MHCLG Guidance	Services must be additional to council provision
Regulation	Levy framework	BID Regs 2004	Levy must be transparent and clearly defined
Regulation	Ballot compliance	BID Regs 7–15	Ballot must meet statutory voting tests
Regulation	Collection & enforcement	BID Regs; NNDR	Levy must be enforceable and collected lawfully
Finance	Ringfencing of funds	LGA 2003	Levy must be used only for BID purposes
Finance	Financial planning	Best practice	Must demonstrate viable financial model
Finance	Reserves & contingency	Best practice	Must manage financial risk and cashflow
Finance	Financial governance	Companies Act; BID guidance	Clear oversight and accountability required
Finance	Audit & reporting	Accounts & Audit Regs	Must ensure transparency and financial control
Policy	Policy alignment	Council strategies	Must align with adopted council policies
Policy	Best Value	LGA 1999	Must demonstrate efficiency and value for money
Policy	Equality	Equality Act 2010	Must ensure fair and proportionate impact
Policy	Economic development	Local strategy	Support sustainable economic growth
Policy	Partnership working	BID guidance	Must demonstrate collaborative approach

How BID Proposal Addresses It	Evidence (Appendix / Page / Clause)
Proposal defines BID boundary, 5-year term, governance model and full project programme structured around four pillars	Appendix C p.12 (boundary), p.2 (term), p.5–10 (projects), p.16–17 (governance)
Proposal clearly states BID will provide additional services supported by Baseline Agreement to avoid duplication	Appendix C p.2; p.4
Detailed levy rules include threshold (£10k RV), banding, £5k cap, reliefs, inflation increase and application to occupied and vacant hereditaments	Appendix C p.13
Proposal defines dual majority test (number and rateable value), timetable and administration by Council and Civica	Appendix C p.18
Operating Agreement sets out billing, collection, monitoring, enforcement actions and reporting between Council and BID	Appendix D clauses 1.4–1.8; 2.1–2.3
Proposal confirms levy is ringfenced and allocated across four strategic investment areas with defined expenditure	Appendix C p.14
Five-year budget shows income, expenditure, inflation assumptions and surplus position demonstrating financial sustainability	Appendix C p.14
Budget includes 10% contingency and reserves to manage risk and ensure operational stability	Appendix C p.14
Board responsible for approving budgets, monitoring performance and managing financial variations	Appendix C p.16
Proposal commits to annual reports, business plans, KPIs and regular reporting to levy payers	Appendix C p.11
Four strategic pillars support economic growth, safety, place-making and business resilience objectives	Appendix C p.2–3; p.5–6
BID delivers collective investment, reduced costs (bulk purchasing) and efficient business-led delivery	Appendix C p.9
Levy applied consistently with defined criteria and developed through inclusive business consultation	Appendix C p.2
Proposal includes initiatives to increase footfall, reduce costs, promote town centre and attract investment	Appendix C p.8–9
Proposal includes partnership working with Council, Police and stakeholders to deliver coordinated improvements	Appendix C p.7–8; p.17