

Appendix 2

Draft Lancaster BID Renewal Proposal – Assessment of Regulatory Compliance

Regulation 4 and Schedule 1 of the BUSINESS IMPROVEMENT DISTRICTS (ENGLAND) REGULATIONS 2004 - set out the matters that should be included in a BID Renewal proposal. Where BID proposers decide to seek approval of BID proposals in a BID ballot, under this Regulation they must send to the billing authority the information in the table below. The current draft Lancaster BID Renewal proposal reflects the published standards as follows:

Regulation 4 Requirements	Compliance Y/N	Officer Comments
Standard documents		
A copy of the BID proposals;	Y	Although final formatted document to be produced
A summary of the consultation it has undertaken	Y	As noted in the report officers are aware of the extensive consultation undertaken by Lancaster BID and a formal statement is included.
A summary of the proposed business plan;	N	A summary will be prepared as part of the pre-ballot marketing material.
A summary of the financial arrangements for the BID body.	Y	The BID body is named as an incorporated Lancaster BID.
Proof of sufficient funds to pay the costs of the ballot	Y	The ballot will be a confidential postal ballot managed by Electoral Reform Services. Provision is made in the current BID budget.
Information requirements		
The works or services to be provided.	Y	The proposals are based around general objectives driven by consultation. Lancaster BID consider this the best way to secure a positive vote.
The existing baseline services	Y	Production of the baseline document is a function of the public service providers. A renewed city council baseline document will be prepared and agreed post ballot.
The geographical area to be covered by the BID arrangements;	Y	Plan included
The non-domestic ratepayers to be liable for the BID levy	Y	All business with RV of £10K and above.
How the levy will be calculated,	Y	BID levy is fixed at 1.5% of rateable value
Whether costs incurred in developing the BID proposals, holding the ballot, or implementing the BID are to be recovered through the levy.	Y	It is clear that pre-ballot costs are covered and what administrative costs will be recovered through BID levy..
The ratepayers who will benefit from relief from the levy and the level of that relief;	Y	No other relief to any class of NNDR payer
Whether the BID arrangements may be altered without an alteration ballot and, if so, which aspects may be so altered;	Y	A clear statement is included. BID Body can alter arrangements without an Alteration Ballot as long as the geographical area is not changed and there is no conflict with BID Regulations (2004)
The duration of the renewed BID arrangements and when they will start	Y	1 st April 2016 until 31 st March 2021

The following table is a list of the current Lancaster City Council Policy Framework as outlined in the council's constitution. The check-list gives an indication of where the BID Renewal Proposal conflicts with any of the policies or plans that the council has for Town Centre or the District as a whole.

Lancaster City Council Policy / Strategy	BID Renewal Proposal fit	Officer Comments
The policy framework means the following plans and strategies		
Community Safety Agreement	√	No current Plan available. Actions identified in proposal cut across previous Partnership actions and close liaison with police and safety bodies is required to ensure compatibility.
Corporate Plan	√	Proposals support Sustainable Economic Growth, Clean Green & Safe Places and Community Leadership outcomes, success, measures and actions.
Local Development Plan Documents (previously the Lancaster District Local Plan) produced under the Local Development Framework	√	Supports local policy framework to strengthen Lancaster city centre.
Licensing Act 2003 Policy Statement	√	Based on previous BID term all actions funded will comply with licensing policy.
Gambling Act 2005 Policy Statement	N/A	No conflict anticipated - proposal actions not applicable to gambling issues.
Any other plan or strategy (whether statutory or non-statutory) in respect of which Council from time to time determines that the decision on its adoption or approvals should be taken by it rather than the Cabinet.		
Annual Report (formerly Best Value Performance Plan)	N/A	Not applicable as the document is a "backward looking" report.
Sustainability (LA 21) Strategy / Climate Change Strategy	√	No conflict with current strategies – could assist in the area of local response to climate change.
Housing Strategy	N/A	No conflict anticipated - proposal actions not applicable to housing issues.
Medium Term Financial Strategy	√	Future council liabilities associated with BID are currently estimated for MTFS. These need to be firmed up as far as possible for budget setting in future years.
Street Cleaning Standards	√	Based on previous BID term actions funded will fit with street cleansing regime.
Environmental Health Service Enforcement Policy	√	Based on previous BID term actions funded will comply with Environmental Health enforcement regime.
Lancaster District Parking Strategy	√	Based on previous BID will engage positively with actions defined in the Parking Strategy.
Licensing Policy (including Alcohol and Entertainment, Taxi and Private Hire, Gambling and other licence arrangements)	√	Based on previous BID term all actions funded will comply with licensing policy.
Sport and leisure provision	√	No conflict anticipated
Cultural Heritage Strategy	√	Support for BID recognized as a priority action