



# IPSWICH CENTRAL BID

## THE BALLOT

1. The Billing Authority will send those responsible for properties or hereditaments to be subject to the BID a ballot paper on or around 25th October 2021. Each property or hereditament subject to the BID will be entitled to one vote in respect of the BID Proposal in a 28-day postal ballot, which will commence on 29th October 2021 and close at 5pm on 25th November 2021. Ballot papers received after 5pm on 25th November 2021 will not be counted. The declaration of the ballot result is due to be announced on the following day.
2. For the proposal to be successful at ballot the result will need to meet, as a minimum, two independent criteria which are: (a) of those ballots returned by the close, those voting in favour of the renewal proposal must exceed those voting against it, and (b) of those ballot papers returned by the close, the total rateable value of those properties or hereditaments which vote in favour, must exceed the total of those voting against. If successful at ballot, the BID will commence delivery of services on 1st April 2022 and will continue for a period of 5 years to 31st March 2027.
3. For the purposes of definition, the term 'Renewal' means replacement of the existing BID at the end of its current term (March 2022) with a new arrangement covering an extended area and subject to the rules and arrangements herein.

## THE LEVY

1. The levy rate to be paid by each property or hereditament is to be calculated as 1.75% of its rateable value as at the 'chargeable day' (1st April each year). Each year from 2023 the levy rate will be inflated by 2%. The levy will be charged annually in advance, each chargeable period to be 1st April to 31st March each year, starting in 2022. No refunds will be made.
2. All properties or hereditaments with a rateable value of £24,500 or more as at each chargeable day will pay a levy. The number of properties or hereditaments liable for the levy is approximately 458. The ratepayer for any untenanted properties or hereditaments will be liable for payment of the levy, meaning the landlord (or their representative) in most instances.
3. Those occupiers within Sailmakers and Buttermarket Centres that are subject to a service charge will pay a levy of 65% of the amount that would otherwise apply. Charitable organisations and those in the Princes Street Enterprise Zone that are subject to relief on their business rates liability will pay a levy of 50% of the amount that would otherwise apply.
4. Ipswich Borough Council will be responsible for collection of the levy and will make no charge for doing so.

## ACCOUNTABILITY AND TRANSPARENCY

1. The BID Proposer is Locus Management Solutions Ltd (Company Number 05339846 t/a Ipswich Central and All About Ipswich), a not-for-profit organisation, limited by guarantee (the "BID Body"). Notification of the intention to hold a ballot was sent to the Secretary of State on 10th March 2021.
2. The BID Board will have responsibility for financial arrangements, contractual obligations, human resources, standards and compliance, and strategic direction. It shall meet no less than quarterly and, from time to time, may form sub-groups to help advise its work. Provided that the BID is meeting its overall objectives, the Board shall have the ability to vary service delivery and expenditure allocation according to the changing needs of BID levy payers. However, any change to the BID boundary or to the BID Levy proposals, such that they impact negatively upon any levy payer, would require a formal Alteration Ballot.
3. The BID Body shall meet with the Billing Authority to monitor service delivery, levy collection and financial management issues. It will file statutory accounts annually and provide financial statements to the Local Billing Authority and to levy payers on request. A financial summary and Chair's statement will be sent to all levy payers annually, including a website link to the statutory accounts. It is intended that an annual presentation to levy payers and stakeholders will be held which will help determine priorities for the following year.
4. A baseline statement has been provided. A copy can be found at: [www.ipswichcentral.com](http://www.ipswichcentral.com)

## FINANCES

1. A cautious approach has been adopted to budgeting for the term. A levy collection rate of 95% has been assumed, consistent with the final year of the current term.
2. The average annual levy available to be spent by the BID for the term is £707,578. Annual surpluses will continue to act as a contingency provision on expenditure, and together with the availability of reserves, provide for an anticipated surplus of £146,089 by the end of the term. This equates to 18% of average annual expenditure.
3. Included within the budget is additional income which is equivalent to 13% of estimated levy; this is in line with historic performance. Operating costs are estimated as 16% of total expenditure. There are no costs relating to the development of the new BID that will need to be repaid during the term.
4. The Company's quality management systems, including its financial controls, are accredited with ISO 9001. Systems include that all contracts of an anticipated value of £25,000 or more are advertised on the Ipswich Central website with local suppliers given preference. Periodically throughout the term, the Board will test the performance, cost, and competitiveness of all contracts where the annual contract value exceeds £25,000.

Year	One	Two	Three	Four	Five	Total
<b>Income</b>						
BID Levy	£679,835	£693,432	£707,300	£721,446	£735,875	£3,537,889
Additional Income	£80,000	£85,000	£90,000	£95,000	£100,000	£450,000
<b>Total Income</b>	<b>£759,835</b>	<b>£778,432</b>	<b>£797,300</b>	<b>£816,446</b>	<b>£835,875</b>	<b>£3,987,889</b>
<b>Expenditure</b>						
Operating Costs	£120,829	£124,454	£128,187	£132,033	£135,994	£641,498
Place Management	£310,156	£321,080	£312,256	£323,256	£277,256	£1,544,004
Place Marketing	£328,429	£376,367	£369,240	£374,330	£364,239	£1,812,605
<b>Total Expenditure</b>	<b>£759,414</b>	<b>£821,901</b>	<b>£809,683</b>	<b>£829,619</b>	<b>£777,489</b>	<b>£3,998,107</b>
<b>Carried forward</b>	<b>£156,728</b>	<b>£113,259</b>	<b>£100,876</b>	<b>£87,703</b>	<b>£146,089</b>	<b>£146,089</b>
<b>Surplus/deficit</b>	<b>£421</b>	<b>-£43,469</b>	<b>-£12,383</b>	<b>-£13,173</b>	<b>£58,386</b>	<b>-£10,218</b>

