



Title of Report:	Coleraine Business Improvement
Committee Report Submitted To:	Council
Date of Meeting:	03 September 2024
For Decision or For Information	For Decision
To be discussed In Committee	No

Linkage to Council Strategy (2021-25)	
Strategic Theme	Improvement & Innovation
Outcome	The Council facilitates towns and villages in the Borough to continue to provide quality environments which evolve to meet the needs of their citizens, businesses and visitors to them
Lead Officer	Head of Prosperity & Place/ TVM Manager

Budgetary Considerations	
Cost of Proposal	£7,032 annually
Included in Current Year Estimates	
Capital/Revenue	Revenue
Code	
Staffing Costs	Officer time

Legal Considerations	
Input of Legal Services Required	NO
Legal Opinion Obtained	NO

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

The purpose of this report is to inform members on the progress of the Coleraine Business Improvement District [CBID] Ballot and to recommend that Council vote 'Yes' on the final Business Plan for the next round of the Coleraine BID 2024-2029.

2.0 Background

2.1 What is a BID?

A BID is a business led initiative within a defined geographical area, in this case Coleraine Town Centre, which will identify actions for additional improvements which are funded via an additional mandatory levy collected through the rates system.

2.2 A BID can occur where a group of interested businesses get together with their local authority to consider what improvements are needed in their area over and above statutory provision. They then put together a plan, cost it, and decide on an amount of levy that each business must pay over a 5-year period to fund the improvements. The plan is then put out for ballot across all businesses included in the BID area. If the ballot is successful, the BID is implemented, and all businesses in the area must pay. BIDs have seen tremendous success across England, Scotland and many other European and international locations. Since the establishment of national Business Improvement District legislation in England and Wales in 2005, there are over 180 BIDs in place investing more than £300 million into local economies.

2.3 The Business Improvement Districts Act (NI) received Royal Assent on 21 March 2013 and secondary legislation was implemented in 2014. This has allowed businesses in Northern Ireland to work with their local councils to establish BIDs on a statutory, rather than voluntary, basis. There are currently 8 BIDs operating in Northern Ireland: three in Belfast; one in Ballymena; one in Enniskillen; one in Newry; one in Strabane; and one in Coleraine.

2.4 Council previously voted 'Yes' to the CBID Ballot in August 2018

<https://www.causewaycoastandglens.gov.uk/council/minutes/14th-august-2018-leisure-and-development-committee>

and adopted at the full council meeting 28/8/2018

<https://www.causewaycoastandglens.gov.uk/council/minutes/28th-august-2018-council-meeting>

2.5 Council agreed to support the Ballot process for Coleraine BID at the full council meeting held 28th June 2024. Following a presentation by representatives of the Coleraine BID.

<https://www.causewaycoastandglens.gov.uk/council/minutes/thursday-27-june-2024-the-council-meeting>

2.6 The CBID Business Plan will support the Prosperity & Place Objective 4: *to develop, manage and coordinate place making principles to ensure the vitality and sustainability of the Borough's towns and villages as places to be.*

Coleraine BID will also be a key contributor as the town centre business community voice for the Coleraine Long-Term Plan for Towns Board.

3.0 Proposal

3.1 The final Coleraine BID Business Plan 2024-2029 has been issued to all eligible businesses within the CBID area with a rateable value of over £9,000 for consideration in relation to the voting process. **Annex A.**

- 3.2 Any hereditaments under the £9,000 RV value will not be billed during the next BID term 2024-2029. In addition, the CBID board has reviewed the last term and agreed to exclude Charity organisations, Charity retailers and all places of worship from the scheme for the next term and therefore these sectors will not be liable for the levy payment regardless of rateable value. **Annex A page 13.**
- 3.3 If businesses support the actions within the plan, then they vote 'Yes' on the ballot paper. There are 249 hereditaments on the eligible list for the Coleraine BID and in order for the BID to proceed there must be a majority in favour by both rateable value and by number.
- 3.4 The postal ballot is conducted by CIVICA, London. The ballot will open on Monday 12th August 2024 and will close at 5pm Thursday 19th September 2024. The result will be issued on Friday 20th September 2024. If the majority are in favour of the BID, then it is mandatory for all businesses within the CBID area to pay the 2% levy and bills will be issued annually from October 2024 for a 5 year period. The minimum levy amount for the next term is £180 for businesses with a rateable value over £9,000.
- 3.5 There is also the opportunity for businesses below the threshold of £9,000 rateable value to take part in CBID promotional activities, but this will be at an individual cost to that business.
- 3.6 Council has been supportive of the previous CBID term, and the BID are aware that the BID levy must be used for actions in excess of normal service provided through the collection of business rates. Council and CBID previously partnered to issue the BID levy bills and collection of the same. Co-operation will be sought from the Chief Finance Officer in this process and an updated service level agreement will be drawn up to ensure that both parties are able to conduct the process efficiently. A fee for conducting this service can be raised by council and will be determined within the service level agreement.
- 3.7 There were 11 hereditaments allocated to Causeway Coast and Glens Borough Council within the last CBID term 2018-2023. The introduction of a higher rateable value for the 2024-2029 term at £9,000 results in the number of properties allocated to Council reducing to 8 hereditaments as detailed in the table below.

Council Properties allocated to vote CBID 2024-2029				
UPRN	Property	Rateable value	Levy 2023	forecast Levy 2024
380661	2a Millburn Road	£ 14,600.00	£ 292.00	£ 292.00
380160	Bowling Green	£ 4,400.00	£ 88.00	£ -
383111	Car Park N23 Railway Road	£ 23,200.00	£ 464.00	£ 464.00
380915	Car Park N25 Queen St	£ 65,400.00	£ 1,308.00	£ 1,308.00
968720	Car Park N3 Railway Place	£ 15,800.00	£ 316.00	£ 316.00
379924	Car Park N34 Abbey St	£ 55,500.00	£ 1,110.00	£ 1,110.00
380635	Car Park N69 Long Commons	£ 23,600.00	£ 472.00	£ 472.00
383110	Coleraine Leisure Centre	£ 122,000.00	£ 2,440.00	£ 2,440.00
381246	Coleraine Town Hall	£ 31,500.00	£ 630.00	£ 630.00
380870	Public convenience N2 Park St	£ 4,150.00	£ 83.00	£ -
380742	3 New Market St	£ 4,550.00	£ 91.00	£ -
	Total		£ 7,294.00	£ 7,032.00

The levy amount is based on 2% of current rateable value.

Members will note from the table that the four main carparks are included in the Council portfolio which benefit from any increase in footfall in the town that the CBID activities and events bring.

As a ratepayer, Council will have 8 votes in relation to the Business Plan. CIVICA issued the ballot papers and these have been received by the Chief Executive. **ANNEX B Ballot Notification.**

4.0 Options

4.1 **Option 1** - Members recommend a 'Yes' vote on the 8 ballot papers issued in relation to the proposed activities listed in the attached Business Plan and that Council continue to work with Coleraine BID to collect future levy payments as part of an updated Service Level Agreement.

4.2 **Option 2** - Members do not recommend a 'Yes' vote on the 8 ballot papers issued in relation to the proposed activities listed in the attached Business Plan and that Council continue to work with Coleraine BID to collect future levy payments as part of an updated Service Level Agreement.

5.0 Recommendation

It is recommended that Council accepts Option 1 and returns a 'Yes' vote on the Ballot papers in relation to the Coleraine BID Business Plan for 2024-2029 and that Council continue to work with Coleraine BID to collect future levy payments as part of an updated Service Level Agreement.



BUSINESS PLAN 2024 - 2029

DELIVERING GROWTH AND INNOVATION

WWW.COLERAINEBID.COM

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COLERAINE BID BUSINESS PLAN 2024 - 2029



IAN DONAGHEY
MBE
Chair CBID

As a passionate business owner in town for over 35 years, I understand how the past few years have posed some of the greatest challenges to the trading environment in our town. We have endured the impact from a global pandemic and the subsequent recovery period, followed by the cost-of-living and cost of doing business. Operating under these conditions have been far from perfect, yet together, we have shown continued resilience against all these hurdles. In its first term, I believe BID provided realistic, flexible support to our town while proving they were able to pivot and respond quickly at different times with a range of projects thus proving that the BID model can be both dynamic and innovative.

Members asked BID in the first term to create a new annual calendar of free events in town around key times, while delivering a new place marketing strategy for Coleraine using traditional and digital options.

So, I also understand that BID can deliver more by learning from our experiences over the last 5 years and listening to our diverse network of members. I have full confidence that the BID model will continue to evolve to meet the changing needs of our members.

Looking to the future, there is now an opportunity for you to ensure that there is an active organisation with specific knowledge of our town and a budget to deliver the support that you ask for over the next 5 years.

BID is an established, proven place management tool used by successful places around the world. There are now around 350 operational BIDs in UK & Ireland and there is now an opportunity to continue this support for Coleraine.

From my perspective a successful re-election of Coleraine BID is essential if we collectively want to compete and grow the prosperity of our town centre.

The decision is now in our own hands.





JAMIE HAMILL

MBA MSc FIPM

CEO Coleraine BID

I believe the historic market town of Coleraine is an amazing place, full of fabulous, hardworking people. The strong mix of independent stores and multiples continue to offer amazing choice and service to visitors and the local community alike. However, like all towns and cities, our place is transforming. Consumer behaviour is evolving and the reasons for people to visit towns are also changing.

To respond, there is a real need to continue the support by Coleraine BID who can quickly deliver the improvement projects requested by its town centre community.

In the first term, responding to requests from members, Coleraine BID delivered:

- A new annual calendar of events in town over 40 days, during trading hours.
- A marketing strategy showcasing our historic market town as a destination to visit across both traditional and digital media.
- Direct business support including a clean team, extra policing, The BID Bus, digital support, traditional and online marketing .
- Free videography and photography showcasing members
- Exclusive cost reducing deals on card processing payment

We know that all towns will continue to change and evolve but through listening to our members in town and collaborating, we can work together to deliver a stronger, safer environment where everyone can flourish. The BID model can ringfence a budget for Coleraine town centre to deliver projects that you request over the next 5 years.

The BID model can invest a **budget of up to £1 Million for Coleraine Town Centre**, which will allow delivery of a range of projects that you request over the next 5 years.

BID will continue to build upon our first term by introducing a new range of projects from our very own festivals and new events to more marketing initiatives **all designed to bring footfall to town.**

Members have told us that as they strive to become more sustainable over the next 5 years, so they would like BID to work on more collective **cost reduction projects.**

There is 'No Plan B' without Coleraine BID. Simply put, without your **YES vote** all the projects delivered by BID will cease in September 2024. However, by voting **YES** this year Coleraine will continue to receive the benefits from all of the existing projects, plus during the next term allow BID to deliver new ambitious ideas which are already being discussed by members. We are very excited to continue working for you and thank you for your support.

"Coleraine BID does such a great job at working with local businesses to bring awareness, footfall and excitement to the town centre. The events are great for families, the radio is lovely especially at Christmas time and they really do their best to advertise our town as a great place to shop. I have to say, that the CQ magazine is AMAZING. The effort that is put in by everyone to get it to print every quarter is impressive and being allowed the opportunity to feature is extremely beneficial".

Emma Bolton - The Real Health Store



THE 2024-2029 IMPROVEMENT VISION

The BID team have been collating and listening to your views to help shape our focus and priorities for the next term 2024-2029.

Thank you to everyone who has voiced their views.

By voting **YES**, Coleraine BID can deliver a range of objectives under our 3 key themes, over the next 5 years: • **Influence** • **Connect** • **Experience**

INFLUENCE

Organisations have told us to look at longer term infrastructural issues to ensure that Coleraine has the correct building blocks in place for the future to become a successful multi-functional town. These include reviewing vehicular, pedestrian, cycle and public transport options.

“BID could implement infrastructural improvements in Coleraine to attract visitors to the town centre during the 240 bad weather days per year”

As the largest business representative organisation for Coleraine, BID will have an active role in guiding the Government’s £20m long term plan for towns, ensuring the views and concerns of members are heard.

From the review, organisations have told us they are concerned about energy costs, waste and the climate issues. BID will create a working group from member organisations to lead on this request.

BID have been asked to review current deals such as the card processing deal. We are happy to report that we can launch a new enhanced card processing deal from September 2024 therefore reducing members operational costs and terminal options.

Members have asked BID to continue to robustly support a town centre first planning policy.

INFLUENCE: HOW BID REPRESENT YOU:

- Robustly champion a Town Centre 1st planning policy
- Positively Influence policymakers about local issues
- Regularly report issues with roads, pavement, maintenance, billposting, vulnerable adults, etc
- Gather evidence from BID members for Government decision making
- Actively partner in Councils Town Centre Master Planning
- Regularly meet with DFC, DFI, PSNI, Planning, Councils TVM, Events 6 times per year (reporting for BID on Council’s Town Team), representing the concerns of Coleraine Town Centre.

“BIDs play a crucial role in revitalising town centres working with local authorities, developers and communities to manage improvements.”

Jake Berry MP, High Streets Minister, with former Chancellor Hunt confirming that BIDs have had some incredible success stories.



From our recent review, organisations have told us they want to hit the ground running in September, when the fantastic new Causeway Campus opens with 1000 new students and 100 staff coming to Coleraine.

CONNECT

BID have already met with college staff to maximise this welcome opportunity to our town and will continue working with the college going forward.

Members have reported they want to raise our town's profile by increasing the budget spend and delivery efforts on **marketing Coleraine as a historic market town**. There is a need for a new, dedicated place marketing campaign to shout more about this fabulous place.

“There are so many reasons to visit Coleraine, but we need to shout louder and more often”.

“BID should also target the ‘culturally curious’ as this area is steeped in rich history, the more reasons to visit town the better”.

“BID could install better wayfinding and signage from the public transport hubs and car parks with interactive boards. Also BID will work to enhance and promote the two history trails in town.

BID should deliver an enhanced mix of traditional and digital marketing to showcase this choice, service and offer available in Coleraine. Further support for retail and hospitality members by continuing with the award winning CQ magazine, town speaker system, radio, billboard campaigns but expand this to include more regular campaigns around N. Ireland while considering **travel deals to and from the town on key shopping dates**.

BID ran successful campaigns for Coleraine winning Northern Ireland High Street of the year and runner up in the Visa UK town awards.

YOU HAVE TOLD BID TO:

- Enhance & expand the marketing efforts
- Deliver more regular billboard campaigns across NI
- Continue the award winning CQ magazine with 20,000 copies
- Better wayfinding and physical signage so visitors can navigate easily
- Directly work to attract students from Causeway Campus and UU into town.
- Deliver more days of the BID BUS drop on drop off at key times
- Continue promoting the town via online marketing, & town radio speakers.
- Expand the town speaker system and advertising opportunities to Railway Road.
- Create new travel deals with public transport
- Create a digital offer for those visitors staying in our hotels and accommodation providers around the Causeway
- Celebrate everything that is fabulous about Coleraine

“As a multinational we always aim to personalise our offering and always aim to promote the skills of our local talented colleagues. The CQ magazine has provided a superb means of doing that with promoting our unique own brand of No7. We have been able to shout about the extensive skills our consultants have and highlight new product development. This is not common across large towns in N. Ireland and has been noticed by area and regional managers”.

Frances-Ann Archibald (Manager) Boots



Honouring the organisation for its many successes, the 2023/24 Mayor of CCGC, Councillor Steven Callaghan said:



“I am delighted that the hard work and dedication of Coleraine BID has paid off. Their efforts have had such a positive impact, and the constant passion of Coleraine BID to improve the surroundings and economic flow into the town through projects such as CQ magazine is admirable.”





Prior to BID, unlike other surrounding towns, Coleraine town centre suffered from having no events to drive footfall and length of stay, so in the first term, BID created a range of events over 17 weeks around key times such as Easter, Summer, Halloween and Christmas.

EXPERIENCE

However, our town deserves to ***“have bigger festivals which attract larger crowds during key times”***.

So, BID will lead this request by working with local organisations to create brand new **festivals bespoke to Coleraine** for 2025.

BID are committed to delivering even more !

You have told us that the number one priority is to attract more visitors to Coleraine and give them more reasons to stay in town longer.

The annual events delivered by BID drive footfall to town, bringing direct benefits to business members. These bespoke events help BID members maximise the opportunities.

“I love hearing about the events put on by BID because it always generates more footfall in the town which helps increase our sales”.

Julie-Ann Mullan Manager NEXT.



“Coleraine BID brings people back into the town, you can see the difference when they put an event on. There are so many towns struggling throughout the UK, but Coleraine is still going strong and attracting new stores.”

Stephen McKenna Manager Regatta



EXPERIENCES DELIVERED BY BID:

- BID now deliver an annual calendar of free events attracting 1000s of visitors to Coleraine.
- BID animates Coleraine Town Centre during key trading hours
- Showcase local talent from local music and dance organisations

BID attracts more visitors to town during holiday periods including Easter, Summer, Halloween and Christmas with:

- Santas Grotto & The Grinches Lair
- Free Pumpkin Patch
- Halloween family friendly monster trail
- Summer ‘Feel good Fridays’.
- Easter family fun zones & Giant Easter Egg Hunt
- The Mad Hatters tea party
- Superhero meet & greets
- Dinosaurs and Dragons
- Mobile farm and mini zoo
- Stilt walkers & Fire eaters
- Disney Princesses dress up & sing along
- Super Cup NI Sunday & Friday Fun

“Every time BID run an event in town, more people come into our store.”



Creating a safer experience in town.

Responding to an increase in retail crime across towns in N.I. Coleraine BID created a new partnership with PSNI called 'Street Beat'.

This is where BID fund additional police officers to patrol the BID area keeping our members safer.



I am delighted with how Coleraine BID has helped support footfall in the town centre over the last 5 years. With a programme of great town centre activities supported by strong marketing I am looking forward to what the next 5 years can bring".

Simon Colquhoun, Store Director, Moores of Coleraine



BID BUSINESS SUPPORT PACKAGE



MEASURING BID'S PERFORMANCE



COLERAINE BID WAS CREATED SPECIFICALLY TO DELIVER A RANGE OF NEW PROJECTS UNDER THREE KEY STRATEGIC OBJECTIVES. THESE WERE SEEN AS CRUCIAL TO THE FUTURE SUCCESS OF THE TOWN BY MEMBERS.

BID measure the effectiveness of the organisation by delivering upon these objectives:

- To celebrate, showcase and promote the historic market town of Coleraine as a destination town by delivering an integrated marketing plan
- To continually develop a town focused digital strategy
- To keep members informed via email and the BID platform (eg Basecamp)
- To Lobby on key Issues with elected members and Government Departments
- To provide intelligence around the town centre environment
- To deliver a new annual programme of events and animation throughout the year which attracts footfall during trading hours and to showcase this themed animation targeting the family markets.
- To support our local Council and other Government Departments in their activities which benefit our town and surrounding areas.

“My assessment is that BIDs are an excellent example of local collaboration and cooperation. BIDs enable local businesses to take decisions on the issues that matter to them and about which they know best. They can be drivers for the regeneration of our towns and city centres by making our towns and cities more attractive to visitors and creating a positive trading environment that helps local businesses to thrive”.

The NI Economy Minister, Connor Murphy MLA, (19th March 2024).

BID Performances

- Delivered around 40 days of events & animation
- Produced 180,000 copies of CQ Magazine showcasing over 450 organisations
- Promote BID members to over 120,000 followers online
- Saving over £200k on card processing
- Playing over 15,000 hours of music in town Centre.

IMPORTANT INFORMATION FOR BID TERM 2024 - 2029

"BIDs work, and they work well. They continue to develop, they are always changing, they are business led, and need to continue to be so. They contribute over £150 million into the economy each year and are a vital part of the government place making and business support agenda. They are ever changing, as they respond to the changing needs of their levy payers".

Professor Christopher Turner - Director of Research B.B.

Funding

Coleraine BID is funded by 2% levy on the rateable value of the premises of those eligible organisations with a rateable value (RV) of £9000 and over, and who are within the BID boundary.

This collective investment will allow the BID company to achieve its business plan. Organisations within the area who are under this threshold can still benefit from the support by paying directly for each service requested.

The Vote

Voting YES gives our town the opportunity to invest around £1 Million over 5 years into improving the future of Coleraine. Ballot papers will be sent to all eligible votes from August 2024. You will have until 19th September 2024 to cast your postal vote.



BID honoured by politicians for its performance & range of awards.



BID sponsors & judges Causeway Chamber's Best Retailer Award

BID RULES EXPLAINED



KEY POINTS

Each non-domestic ratepayer that would be liable for the BID levy will have one vote for each of their eligible properties, provided they are listed on the Non - Domestic Rates list as provided by Land and Property Services in July 2024.

Coleraine BID is financed through an annual levy of 2% on the rateable value (NAV) of each individual property.

The BID levy rate will be fixed for the full term of the BID (five years) and will not be subject to inflation or alterations.

The legislation which regulates BID ballots and the framework under which BIDs must operate is contained in the Business Improvement Districts Act (NI) 2013 & The Business Improvement Districts (General) regulations (NI) 2014.

The BID levy will be applied to all businesses within the defined area with a rateable value of, or exceeding £9,000, provided they are listed on the non-domestic rates list as provided by Land and Property Services.

New businesses will be charged from the point of occupation based upon the rateable value at the time they enter the rating list.

If a business ratepayer occupies the premises for less than one year, the levy paid will be calculated pro-rata.

Vacant properties, or those undergoing refurbishment or being demolished will be liable to pay the BID levy.

The BID levy will not be affected by the small business rate relief scheme, exemptions, reliefs or discount periods provided for in the Rates (Northern Ireland) Order 1977 and subsequent secondary legislation thereunder.

The BID levy will not be affected by service charges paid to landlords.

VAT will not be charged on the BID levy.





FROM 2024-2029 THE FOLLOWING RATEPAYER'S WILL BE EXEMPT FROM PAYING THE LEVY:

- Organisations with a Rateable Value below £9,000.
- Any religious organisations and places of worship
- Charity retailers
- Not-for-Profits with an entirely subscription and volunteer-based set-up.

PROFESSIONAL STANDARDS

A key objective for our organisation is to be transparent, accountable and professional. Coleraine BID is an active member of two key industry bodies, Association of Town City Management (ATCM) and are accredited by the Institute of Place Management (IPM). Being part of a diverse network of place focused partnerships around the UK and Ireland enable us access to learn from other towns and regions, sharing good practice and fresh ideas.

Following an independent audit by the Institute of Place management, we are very proud that Coleraine BID was the first BID in Ireland to achieve The BID Foundation Industry Standards.





GOVERNANCE

5 Year BID Financial Forecast 2024-2029

Billing Period	Year 1	Year 2	Year 3	Year 4	Year 5	5 Year Totals
Income	1 st Oct 2024 till 30 Sept 25	1 st Oct 2025 till 30 th Sept 26	1 st Oct 2026 till 30 th Sept 27	1 st Oct 2027 till 30 th Sept 28	1 st Oct 2028 till 30 th Sept 29	
BID Levy	170,000	170,000	170,000	170,000	170,000	850,000
Proposed additional	40,000	40,000	40,000	40,000	40,000	200,000
Total Income	210,000	210,000	210,000	210,000	210,000	1,050,000
Expenditure						
Influence	10,000	10,000	10,000	10,000	10,000	50,000
Connect	55,000	55,000	55,000	55,000	55,000	275,000
Experience	65,000	65,000	65,000	65,000	65,000	325,000
Overhead costs	75,000	75,000	75,000	75,000	75,000	375,000
Contingency	5,000	5,000	5,000	5,000	5,000	25,000
Total Expenditure	210,000	210,000	210,000	210,000	210,000	1,050,000

*Proposed additional through contributions, sponsorship, match funding and revenue.

BID projects, costs and timescales may be altered by the BID Board of Directors, provided they remain in line with the overall BID objectives.

Every levy paying business will be eligible to be a member of the BID Company. Company members can vote at annual general meetings.

The BID Company produce annual reports available to all members on www.colerainebid.com under reports tab.

The BID will last for five years. At the end of the five years term a renewal ballot will be held giving organisations the choice to vote for the BID support to continue.

Your BID levy is tax deductible.



Robert Wilson
River House Business Centre

Coleraine BID has been led by a strong Board of Directors from the town centre who have volunteered their time and expertise to oversee BID delivery. The Board of Directors ensure the effective delivery of projects and services as set out in the business plan.



Marion Coupe
No4 Queen Street

The Billing Body (currently Causeway Coast and Glens Council) is authorised to collect the BID levy on behalf of the BID Company. Collection and enforcement regulations will be in line with those applied to non-domestic business rates, with the BID Company Board of Directors responsible for any debt write-off. The BID funding will be kept in a separate BID Revenue Account and transferred to the BID Company.



Neville Moore
Moore's of Coleraine



Lisa Murchan LL.B.
Partner of Macaulay Wray
Solicitors



Frances-Ann Archibald
Manager & Pharmacist
Boots



Declan O'Malley
Diamond Shopping Centre



Ian Donaghey Irwin
IDS Chartered Accountants



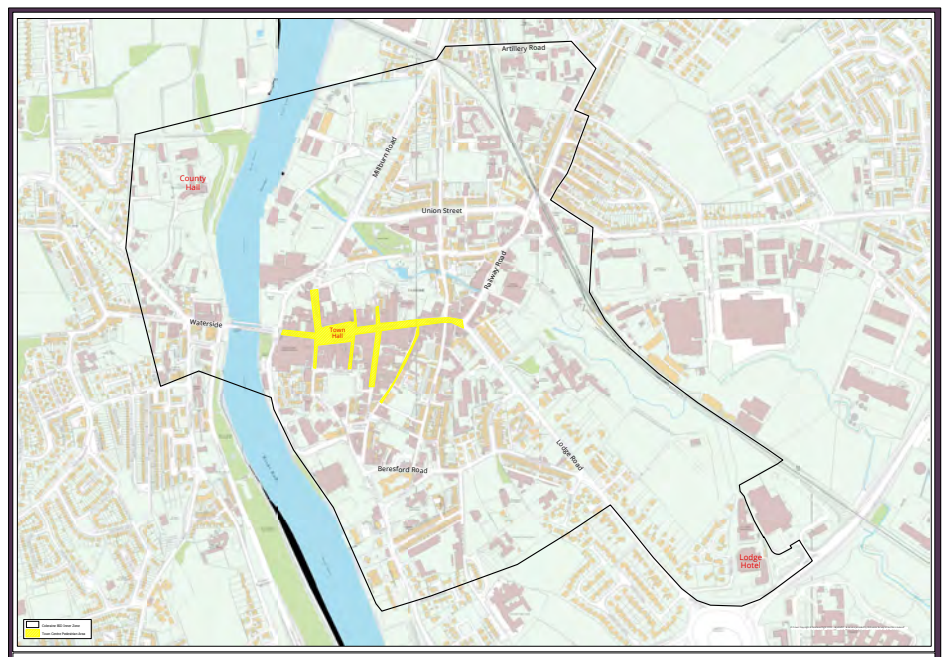
Julienne Elliott
(CCGC)

COLERAINE BID AREA

List of Streets in C-BID Area

Abbey Street	Martins Brae
Adelaide Avenue	Mill Street
Artillery Road	Millburn Road (PT)
Ballycastle Road (PT)	Mountsandel Road (PT)
Bannfield Road	New Row
Bannside wharf	New Row West
Bellhouse Lane	Newmarket Street
Beresford Avenue (PT)	North Rampart
Beresford Court	Nursery Avenue
Beresford Place	Old Court Market
Beresford Road	Old Distillery Court,
Blindgate Street	Park Street
Bridge Street	Pates Lane (PT)
Brook Street	Queen Street
Bushmills Road (PT)	Railway Place
Captain Street Lower (PT)	Railway Road
Castle Lane	Railway yard
Castlerock Road (PT)	Rathain Fold
Church Lane	Ring Road (PT)
Church Street	Riverdale Road
Circular Road	Rohesay Court
Dunmare Street	Society Street
Hanover Place	Stable Lane
Hawthorn Terrace	Stone Row
Hazel Court	Strand Road (PT)
Killowen Court	Terrace Row
Killowen Street (PT)	The Crescent (PT)
Kingsgate Street	The Diamond
Lime Market Street	The Mall
Lodge Manor	Union Street
Lodge Park	Union Street Mews
Lodge Road	Upper Abbey Street
Long Commons	Waterside Street

(* PT - Part of a street.)





THANK YOU FOR YOUR CONTINUED SUPPORT.

Every vote makes a difference, so to ensure future success for the next 5 years Coleraine BID is asking for your vote

Further information can be found on our website

Website/

www.colerainebid.com

if you have specific queries by contacting our management at

Email/

jamie@colerainebid.com

Address/

2 Abbey St, Coleraine
BT52 1DS

Telephone/

028 7116 2064

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 Mr D Jackson
 Causeway Coast And Glens Borough Council
 2a Millburn Road
 Coleraine
 BT52 1QX



**BUSINESS IMPROVEMENT DISTRICTS ACT (NORTHERN IRELAND) 2013
 THE BUSINESS IMPROVEMENT DISTRICTS (GENERAL)
 REGULATIONS (NORTHERN IRELAND) 2014
 THE BUSINESS IMPROVEMENT DISTRICTS (MISCELLANEOUS)
 REGULATIONS (NORTHERN IRELAND) 2014**

NOTICE OF BALLOT

**RENEWAL OF BUSINESS IMPROVEMENT
 DISTRICT FOR COLERAINE**

This is to give notice that a ballot is to be held on the proposal to Renew a Business Improvement District (BID) for Coleraine. You should shortly receive a copy of the BID Proposal Document (CBID Business Plan) from the BID Proposer.

The ballot will be conducted entirely by post by the Independent Scrutineer, **CIVICA** of **33 Clarendon Road, London N8 0NW**. Ballot Papers will be sent to those eligible to vote on **Tuesday 6 August 2024** for return to them by no later than **5pm on Thursday 19 September 2024** (the "day of the ballot").

Who can Vote in the BID Ballot?

Persons eligible to vote in the ballot will be the non-domestic ratepayer listed on the Land and Property Service's (LPS) database for each hereditament (business premise) situated in the geographical area of the proposed BID as at the date of this Notice. Each person entitled to vote in this ballot shall have one vote in respect of each hereditament occupied or (if unoccupied) owned by them in the geographical area of the proposed BID.

This Notice is in respect of the following Hereditament:

UPRN: 185766966
 CAUSEWAY COAST AND GLENS BOROUGH COUNCIL, 2A MILLBURN ROAD, Coleraine, BT52 1QX

Appointment of a Proxy

Persons eligible to vote in the BID ballot may appoint someone else to vote on their behalf (for example, if you are going to be away at the time of the ballot). Applications to appoint a proxy must be submitted to Electoral Reform Services at the above address no later than **5pm on Monday 9 September 2024**. An application for the appointment of a proxy must be made in writing and:

- state the full name and address of the person whom the person entitled to vote (the applicant) wishes to appoint as a proxy;
- state the address of the applicant's hereditament or hereditaments.
- be signed by the applicant; and
- contain a statement by the applicant that the proxy so named has been consulted and is capable and willing to be appointed.

A proxy appointment may be cancelled by notifying CES at the address above no later than **5pm on Saturday 14 September 2024**.

Please see over

Lost Ballot Papers

If a ballot paper has not been received by **Sunday 15 September 2024**, you may apply to CES for a replacement paper in writing as follows:

- a) A letter in hardcopy form along with the appropriate 'evidence of identity'.
- b) A scan of both the letter and the 'evidence of identity' attached to an email.
- c) A fax copy of both the letter and the 'evidence of identity'.

The letter should be addressed to The Independent Scrutineer, The Election Centre, 33 Clarendon Road, London N8 0NW. The letter must be signed by the Eligible Voter and evidence of the voter's identity must be provided in the form of one of the following:

- a) Signed **Letterhead** for the appropriate company
- b) A signed **photocopy** of the **National Non-Domestic Rating Bill** for the hereditament
- c) A signed **photocopy** of an item of personal ID such as a **Passport** or **Driving Licence**.

Please do not send original copies of ID or Bills.

Spoilt Ballot Papers

If you inadvertently spoil your ballot paper in such a manner that it cannot be conveniently used as a ballot paper, please return it to Electoral Reform Services (address overleaf).

On receipt of the spoilt ballot paper, Electoral Reform Services will issue a replacement. No replacements can be issued if the spoilt ballot paper is received by Electoral Reform Services later than three working days before the day of the ballot.

Count of Ballot Papers

Ballot papers will be counted on **Friday 20 September 2024** and the result of the ballot will be announced shortly after.

For a BID ballot to be successful there must be a majority of those voting in favour of the proposal, and those voting in favour must represent a majority of the aggregate rateable value of the hereditaments voting.

Rejected Ballot Papers

If a ballot paper is duplicated and two are returned bearing the same number or barcode both will be void and not counted. Any ballot papers that are returned unsigned, unmarked or that are void for uncertainty will also be void and not counted.

Declaring the result

The ballot result will declare:

- a) the total number of valid votes cast
- b) the total aggregate rateable value of valid votes cast
- c) the total number of valid votes cast in favour of the BID
- d) the total aggregate rateable value of valid votes in favour of the BID
- e) and if applicable: the total number of ballot papers rejected

For the BID Ballot to be successful there must be:

- i. A majority in favour of the BID in the number of those voting
- ii. A majority in favour of the BID in the proportion of rateable value of those voting
- iii. At least 25% of the eligible ratepayers entitled to vote in the ballot have done so.
- iv. At least 25% of the eligible ratepayers by Net Annual Value entitled to vote have done so.

Further details of the BID Proposal

If you require further information on the BID renewal, please visit www.colerainebid.com

Alternatively contact Jamie Hamill BID Manager, 02871162064, jamie@colerainebid.com