

Report of Director of City Development

Report to Executive Board

Date: 26th June 2019

Subject: Leeds Business Improvement District Renewal Ballot (2020 - 2025)

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Little London & Woodhouse and Hunslet & Riverside.		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. The vision for Leeds is to be the best city in the UK, one that is compassionate with a strong economy, tackling poverty and reducing inequalities. Our Inclusive Growth Strategy sets out our ambition to work with business and stakeholders to maximise the economic potential for the city. Our aim being to deliver economic growth by encouraging investment that creates jobs to support a growing Leeds economy. Our goal is to improve Productivity, support People and promote Place. Leeds city centre plays a pivotal role as the economic driver to enable achievement of this vision.
2. A successful renewal of the Leeds Business Improvement District (LeedsBID) for a second term supports our ambitions for Leeds city centre and will enable the proposer (LeedsBID) to generate circa £12.5m to be invested in activities and projects for the city centre over the next 5 years. In line with the Best Council Plan, a successful renewal supports the Council ambition of an efficient and enterprising authority that is working in collaboration with businesses to enable the continued growth of Leeds City Centre as a destination of choice for workers, visitors and investors.
3. Executive Board in September 2013 approved recommendations inviting the private sector to come forward with proposals for Business Improvement Districts (BIDs). It indicated support for BIDs developing successfully in line with the Council's strategic objectives and Best Council Plan. In November 2014 Executive Board resolved to

support the creation of LeedsBID, leading to the successful ballot and establishment of LeedsBID for its first term 2015 – 2020. “Members welcomed the proposals detailed within the submitted report and emphasised that the establishment of such a BID was crucial to the continued success of the Leeds city centre.” This also dovetailed with aspirations set out in the Best City Centre 2030 vision, to be a Business friendly city centre, one that is welcoming, well connected and that provides a quality environment for all.

4. The aim of the renewed LeedsBID is for an ambitious and collaborative proposal to add value to city centre investment projects. It will build on Leeds City Council’s lead responsibility for the promotion of Leeds as a destination for tourism and business through our Visit Leeds and Inward Investment roles. This will improve the profile of Leeds City Centre as a major source of jobs and economic growth and will encompass retail, offices, leisure/ tourism and professional services including the financial and legal sectors.
5. In meeting the requirements of Business Improvement District (BID) Regulations (2004), this report seeks approval from Executive Board for the renewal ballot to proceed and in so doing, to give due consideration to the following:

Recommendations

Executive Board is recommended to:

- a) Approve the renewal ballot of LeedsBID in accordance with the role of the Local Authority as set out in the BID Regulations 2004; and confirm that the Council is satisfied that renewal proposals do not conflict with existing Council Policy;
- b) To note the draft renewal Business Plan attached as Appendix 1, with the completed business plan to be presented to Executive Board for Council support in September 2019, at which point Leeds City Council will determine its voting intention in the pending ballot;
- c) Provide a commitment to maintain provision of quality services in the BID area by approving the Baseline Services Agreement attached as Appendix 2, to include the Operating agreement;
- d) Approve the arrangements for the Council to operate the renewal ballot;
- e) Note the stages and timescales required to implement the decision as outlined in these recommendations; and that the Head of City Centre Management will be responsible for its implementation.

1.0 Purpose of this report

- 1.1 This report sets out the proposal for supporting the renewal of the Business Improvement District for Leeds City Centre, for a second term. The purpose is to enable Executive Board to give due consideration to the recommendations in the report and to affirm the Council's support for a City Centre BID for 2020 – 2025.
- 1.2 Significant progress has been made in the past few years in improving and developing Leeds City Centre as a leading centre for retail, leisure, culture, innovation, and jobs in major business sectors. Leeds City Centre is the most significant and fastest growing major location for jobs and businesses in Leeds and Leeds City Region. Following developments such as Trinity Leeds, the First Direct Arena, Victoria Gate, and the office schemes at Sovereign Street and Wellington Place, there has been a more recent wave of strong development activity. Renovation of The Leeds Playhouse is set to complete in 2019; there are plans for the renovation of Leeds station, future HS2 development and there has been a marked increase in student accommodation, hotel development as well as a renovated Merrion Centre catering for a wider demographic with hospitality playing a stronger role in the offer.
- 1.3 The Leeds visitor economy grew by 6.3% in 2017 to over 29 million visitors, and up 16.6% since 2016, accounting for an economic impact of £1.75bn. Major plans of the Leeds Public Transport Investment Programme (LPTIP) gets underway this year with substantial investment of £174m on the Connecting Leeds transport proposition. The Council is also developing a strategic plan to invest in the Public Realm of the city centre, to marry with the opportunities brought forward by LPTIP, through the Our Spaces strategy, which outlines these opportunities that the Council will seek to bring forward.
- 1.4 This report therefore outlines the opportunity that a renewed LeedsBID represents, in the context of difficult public sector funding pressures, to support the pace of change and positive growth of Leeds city centre.

2.0 Background Information

- 2.1 A BID is a business-led, democratically elected, non-profit organisation that enables commercial investment within a defined geographical area. Governed by legislation to ensure fairness and transparency, a BID is created for up to a five year period following a successful ballot. During the term of the BID all businesses defined within this geography pay the mandatory levy.
- 2.2 LeedsBID successfully secured a mandate for its first term in February 2015 for a 5 year term, with the Council voting in favour as a levy payer within the BID defined boundary. Executive Board in November 2014 had approved the Council's support of the establishment of LeedsBID. The ballot delivered a successful mandate in favour of a BID by 84% majority vote and 86% by rateable value. This initial first term is coming to an end in March 2020, and LeedsBID is required under the BID regulations to renew its mandate if it wishes to continue operating for a second term of a further 5 years.

- 2.3 Established in 2015, LeedsBID is one of over 300 BIDs operating in the UK and the largest outside of London. LeedsBID represent close to 1,000 businesses and organisations in the city centre (those within the BID area of LS1 & LS2 with a rateable value of £60,000 or above). Working in collaboration with key partners across all sectors, its investment is making an impact, resulting in an economic effect, bringing direct benefits to Leeds city centre, its businesses and improving experiences and standards for all city users. Initiatives brought to the city by LeedsBID range from: the introduction of new street teams to improve the welcome and experience for people, the creative use of art, lighting and experiential activities to animate public spaces (including Athena Rising – the UK’s tallest piece of street art) to support the introduction of standout events – the MOBOs, the Audio and Radio Industry Awards and Leeds International Festival - to put the city on the map. LeedsBID has played an integral part in the formation of a national body for BIDs – the BID Foundation – as well as acting in an advisory capacity to neighbours including Harrogate, Bradford, Ilkley and Wakefield in establishing BIDs. Otley BID has been successful in its second term ballot. There is an interest in a BID being developed for Morley and Armley in the longer term, by local partnerships.
- 2.4 £2.6million annually from businesses and other occupiers through the BID renewal will lever in further funding from external bodies. This would add value to existing projects and drive increased footfall and retain spend, attract a wider range of visitors to Leeds, make the city centre more attractive as a place to work, improve the street environment, enhance the value and quality of the evening economy, and be a catalyst for investment in major improvement projects. It is forecast that a further £0.5m per annum will be raised, which will be leveraged in a combination of cash and in-kind contributions, in addition to the BID levy.
- 2.5 A renewal of the Leeds City Centre BID will require occupiers to vote to continue to pay the additional levy to create funds earmarked for improvements to Leeds City Centre. The LeedsBID draft proposals are for this levy to stay at 1.25% of rateable value. Occupiers of premises with a rateable value of below £60,000 would be exempt from paying the levy, ensuring most small businesses would not incur these costs but benefit from the investment into the city centre in general.
- 2.6 For a BID renewal to be successful, the ballot needs to deliver a majority vote in favour both in terms of the number of businesses and the rateable value of the business premises. Over 300 BID proposals have been successfully developed in towns and cities throughout the UK. Each BID proposal is different depending on local needs and priorities, but usually undertake activities such as:
- Collaborating with stakeholders to maximise investment;
 - Improving safety and security;
 - Enhanced cleaning and maintenance to create a quality environment;
 - Running events and marketing to attract and retain visitors;
 - Promoting a vibrant and safe evening and night time economy;
 - Investment in culture and arts in support of raising a location’s profile,
 - Small scale public realm schemes;
 - Articulating the collective position of business on strategic issues;
 - Acting as a catalyst for securing major capital investment in city centre improvement projects;

- Providing a welcoming and orientation service for visitors;
- Skills and employment initiatives to connect people to city centre job opportunities.

2.7 A successful LeedsBID renewal requires the backing of businesses, potential levy payers and stakeholders. It also needs a good partnership with the public sector. LeedsBID is steered by a private sector-led board with representation by Leeds City Council. LeedsBID and Leeds City Council have been delivering a number of joint projects and sharing resources of the Local Authority and other organisations to maximise opportunities and outcomes.

2.8 The Council has had a considered approach since 2014 where BIDs are concerned. It is supportive of the development of BIDS and their renewal. It has also required that BIDs developed successfully in alignment with the Council's strategic objectives for supporting business, encouraging investment in the trading environment and providing the necessary support to foster economic growth and jobs.

2.9 A successful BID renewal for Leeds City Centre therefore ensures that the Council-led investment pipeline is supplemented by the added value investment that LeedsBID could enhance, to complement opportunities for the city as a whole. This will ensure that the city benefits from investment planning that responds to the pace of change in the city, and the needs of an ambitious city aiming to be the best by 2030.

3.0 Main Issues

3.1 Leeds currently has the largest single Business Improvement District outside London. Manchester has a £5m BID, Birmingham currently has 12 BIDs and London has 47 BIDs. All core UK cities including Liverpool, Nottingham, Newcastle, Reading, Bristol, Sheffield, Norwich and many more all have functioning BIDs. The latest BID in our region is Bradford's city BID which went live in 2019, whilst Otley has recently voted successfully for a second term of its original BID. Business Improvement Districts are a proven mechanism of private sector-led and public sector backed collaboration, providing the opportunity for added value investment in a defined geographical area.

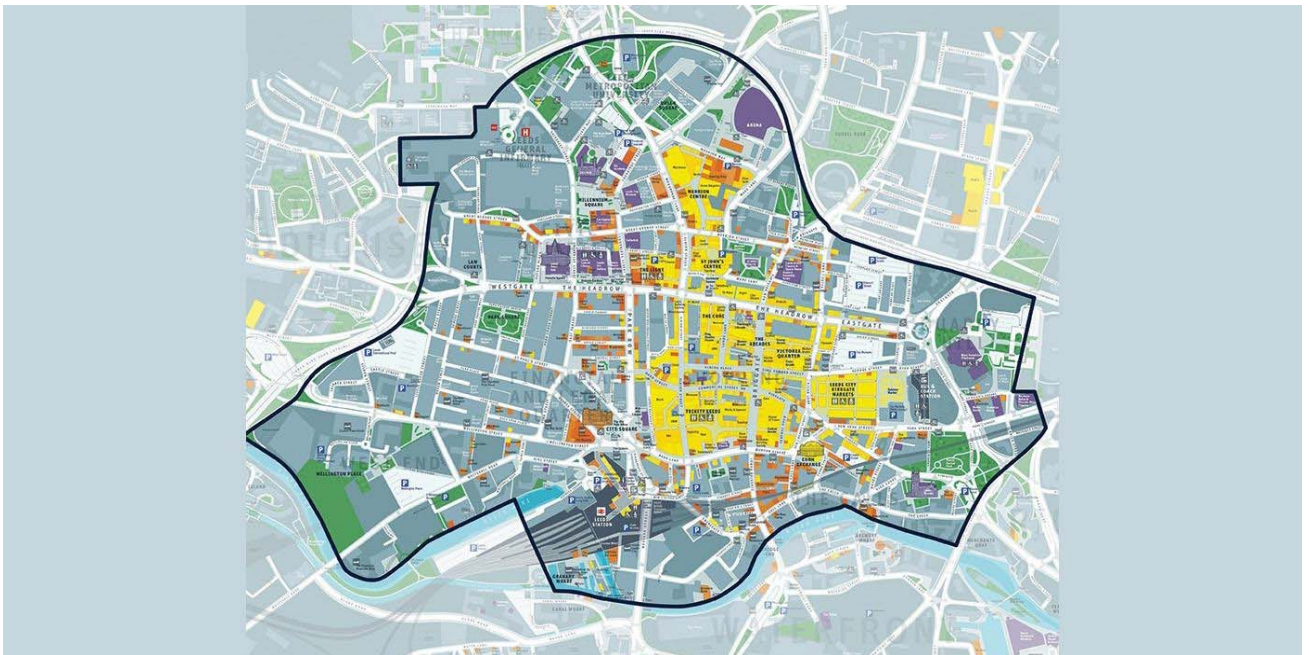
3.2 In its first term (2015 – 2020) LeedsBID has invested in key projects in Leeds City Centre in furtherance of the objectives that were set out in the Business Plan under the themes Leeds Welcome, Leeds Experience and Leeds Business voice. Notable examples of projects included:

- The introduction of the city's Leeds Welcome Ambassadors and Street Rangers;
- The introduction of new events to Leeds such as the diverse Leeds International Festival events 2017-2019;
- Sponsorship of The Music Of Black Origin awards (MOBOs) 2015,2017 working with Leeds City Council;
- Sponsorship of The Audio & Radio Industry Awards (ARIAs) 2016/17/18;
- Athena rising art installation, part of A City Less Grey programme;
- Spirit art installation at Leeds station;
- £200k investment in Light Night, led and organised by Leeds City Council including marketing and installations;

- Support of the Homeless agenda through the collaborative BIG CHANGE project;
- Working in partnership including with Leeds City Council on AMBITION LEEDS in support of jobs and skills sector training;
- Investment in Christmas promotional programmes;
- Retail & Hospitality conference in Leeds;
- Joint lead with The City Council on achieving the Purple Flag award 2015-2019;

- 3.3 Leeds City Council has worked collaboratively with LeedsBID across a range of projects including delivery of Christmas programmes, Light Night, Ambition Leeds, as examples. In supporting the development of the LeedsBID plan, a consultative workshop with a range of chief officers and the Director of City Development formulated a summary of the requirements of Leeds City Council as a BID levy payer. The outcomes from the workshop have been presented to LeedsBID to form the basis of the Council's asks which it wishes to be reflected in the draft business plan for the renewal ballot. The summary drew out a number of key themes for the BID. Notably alignment to Council strategies, provision of complementary services which were additional to the Council's baseline, and an enhancement of existing services working in partnership with the Council.
- 3.4 High streets in the UK generally are facing significant challenges from a combination of difficult trading conditions, a continuing and remarkable growth in online competition and the uncertainty surrounding Brexit and its impact on the economy. Such conditions mean that there is a risk of disinvestment at worst, or a slowdown of economic activity and growth at best. The continuing uncertainty ebbs away at consumer confidence, and could make economic growth in Leeds, as elsewhere, harder to achieve. Successful renewal of the Leeds Business Improvement District will release investment opportunities which will help to ensure that Leeds City Centre remains resilient and competitive as an economic hub. Projects promoting Leeds to raise its profile, arts and cultural events and support of business sectors will enable a vibrant city centre to remain competitive.
- 3.5 Over 115,000 people are employed in Leeds City Centre, and it is home to over 25% of the city's private sector jobs. It is an economic powerhouse that has the potential to drive future economic growth and job creation for Leeds. Partnership between business and the Council is strengthening, around the shared aim to be the "best city centre", in the "best city" in the UK. This is the time to ensure the collaboration built up in LeedsBID's first term is maintained, and for the private sector to take the lead, with the support of the Council, in securing the long-term future success of Leeds City Centre.
- 3.6 Whilst recognising the trajectory of the Leeds city centre's growth, we cannot rest on our laurels. The high street is facing significant challenges. Well-known retail brands have disappeared from the high street or significantly reduced their retail estate. The competition is not standing still. Online retail, out-of-town shopping centres and supermarkets all pose serious threats. Central government, through MHCLG recognises this challenge and recently launched the £675m Future High Street Fund to support High streets. However, City centres have been specifically excluded from the funding bid process. The LeedsBID renewal therefore represents an opportunity to maintain the pace of development growth to support the economy of Leeds and the wider region through collaborative investment and delivery of projects.

- 3.7 Leeds competes with other UK and European cities in attracting visitors, shoppers, talented workers, and business investment. It has a vibrant independent sector in Leeds Kirkgate Market, the Corn exchange and Thornton's and Queen's arcades. Increasingly, successful city centres will be those that provide an integrated quality offer encompassing retail, leisure, visitor and cultural attractions, and office locations. Businesses and people of Leeds have increasingly high expectations of the quality of the City centre environment and experience, cleansing, safety and quality of activities in the place that they work and visit. The continued support of the private sector through a BID renewal will contribute to a successful, well managed City Centre.
- 3.8 It will be challenging for Leeds City Council to meet these rising expectations on its own, in the context of budget pressures. With a renewed LeedsBID second term the Council would commit to an operating agreement to continue to provide the current baseline of services, to which the BID would provide additionality in support of growing the Leeds economy, provide investment and raise the profile of Leeds as a major location.
- 3.9 **Boundary and Scope of a renewed City Centre BID**

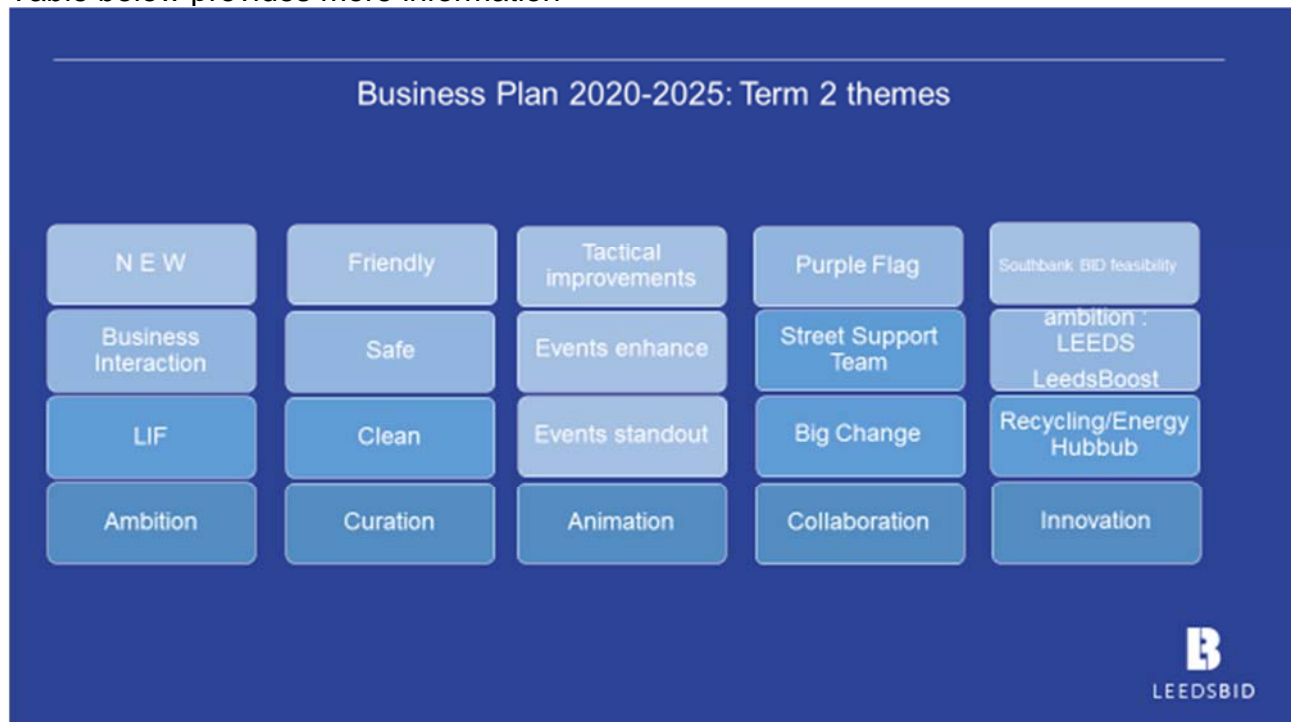


LeedsBID intends to retain the original geographical boundary of the first term unchanged. This will enable the seamless continuation of service delivery within the BID boundary, if the ballot is successful.

- 3.10 In its first term, LeedsBID focussed on 3 main strands, namely Leeds Welcome, Leeds Experience and Leeds Voice. For the proposed second term, LeedsBID has built on the experience from the initial first term and evolved a set of themes to be set out further within the final business plan. These are:
- **AMBITION** - Striving to achieve the best for businesses in Leeds, supporting the aspirations and excellence of the city centre.

- CURATION - Co-ordinating an overall improved city centre experience for those who live, work and thrive
- ANIMATION - Breathing new life into the city with engaging event, activities and installations
- COLLABORATION - Connecting with key partners for the greater good of the city and its communities
- INNOVATION - Continuing as a catalyst for change in this city centre, leading transformation with new, exciting ideas and innovative investment

Table below provides more information



3.11 LeedsBID services in the second term would not seek to duplicate roles and activities that are already undertaken by others. This will enable clarity of roles and support a collaborative approach with the City Council to maximise outcomes for the City centre.

3.12 **Small Businesses**

One of the key strengths of Leeds City Centre as a business location is that it has a diverse range of small businesses, including independent retailers and market traders. This diversity enhances the vibrancy of the retail offer in the City Centre. Such businesses are facing a challenging time on the retail high street in particular with increased costs and online competition. It is therefore welcomed that a renewal BID will propose that occupiers of small premises with a rateable value below £60,000 threshold will be exempt from a paying the BID levy.

3.13 **The Renewal BID Ballot**

A postal ballot of potential levy payers in the LeedsBID boundary will take place from 7th October 2019 to 7th November 2019. The result will be announced on 8th November 2019. The renewal of the BID will proceed if the two tests are met: first a simple majority of those voting in the ballot must vote in favour of the renewal; second those voting in favour must represent a majority of rateable value of the hereditaments (rateable properties).

3.14 **BID Levy collection**

BID regulations require that the Local Authority to be the mandatory body to administer collection of the levy via the Business rates system. If the BID renewal receives a “YES” vote and is successful, then there is a need for the Council to charge a fee for the administration of the BID levy, as in the first term. It has been agreed to continue the current arrangement and fee.

3.15 **The Council as a BID levy payer**

The Council will be responsible for payment of its own BID levies in properties within the proposed BID area in which it is a rate payer. This has been calculated at an estimated levy of £70,246 per annum.

3.16 **Role of Leeds City Council**

The City Council would need to work with LeedsBID to update existing agreements regarding the delivery of Baseline services within the BID boundary and the Operational agreement which sets out the Council’s responsibility to collect the BID levy via the business rates mechanism on behalf of LeedsBID as the proposer; and the responsibility to organise a BID ballot. These agreements have been updated in advance of the proposed ballot.

3.17 **Formal Notification**

Further to the requirements of the BID Regulations 2004, The Council has received formal notification from LeedsBID of its intention to hold a BID renewal ballot. The Council has also received a copy of the formal notification to the Secretary of State for the Ministry of Housing, Communities & Local Government for same. Both have met the date of notification requirements set in the BID legislation.

3.18 **Alignment to Council Strategies**

The Council’s role as an important strategic partner with LeedsBID means that proposals for a renewal should be predicated on the Council continuing to set the strategic direction for the city centre and town centres, which enables LeedsBID proposals to be aligned with its key strategic policy framework, most notably The Inclusive Growth Strategy; Cultural Strategy; Our Spaces Strategy; Connecting Leeds Strategy, Safer Leeds Community Safety Strategy and Best City Centre 2030 ambitions.

3.19 **Collaboration**

An important benefit of LeedsBID’s renewal is that it can build on the established collaboration from the first BID term. It will enhance the partnership between the private and public sectors and enable joint working towards a shared aim. It will also allow the private sector to bring forward a common representative position as a

strategic partner which will facilitate productive dialogue with the City Council on key matters.

3.20 Governance

The renewal of LeedsBID would retain the current governance arrangements that is representative of BID levy payers and strategic partners. The LeedsBID board governs the delivery of the BID and the business plan. The Council forms part of the governance arrangements as it is represented on the LeedsBID board by the Deputy Executive Councillor for Environment, Women’s Safety and City Centre.

4.0 Corporate Considerations

The outcomes of a renewed LeedsBID second term can be successfully achieved through working in partnership with the Council. In the first term of the BID, the Director of City Development, Head of City Centre Management and senior managers form part of the Council and LeedsBID’s collaborative panel, with the Chief Executive, Chair and a senior board member of LeedsBID. The panel’s role is to ensure that both the Council and LeedsBID work collaboratively to maximise opportunities for Leeds, by pooling resources and working in partnership to jointly deliver appropriate projects wherever possible.

BID development timeline and decision making

It is proposed that the Leeds City Centre BID renewal, if successful, will operate from 1st April 2020. Consequently a timeline of significant milestones has been set in train to achieve this. This is already underway, and is as follows:

DATE	MILESTONE
<i>Oct 2018-April 2019</i>	Business Survey
<i>January 2019</i>	Leeds City Council BID workshop
<i>May 2019</i>	Formal notice to the Secretary of state of intention to hold BID renewal ballot
<i>June 2019</i>	Leeds City Council Executive Board
<i>September 2019</i>	Notice of ballot
<i>October 2019</i>	Issuing of Ballot papers for the vote
<i>7th November 2019</i>	Ballot Day
<i>8th November 2019</i>	Announcement of results

4.1 Consultation and Engagement

4.1.1 LeedsBID has consulted its steering group of levy payers on the renewal proposal through formal workshops and business surveys. There is strong support for the Leeds City Centre BID to be renewed.

4.1.2 The former Executive Member for Regeneration, Transport and Planning had been consulted and briefed on the emerging Council asks and proposed report, as has the Deputy Executive Councillor for Environment, Women’s Safety and City Centre . Additionally, following elections in May 2019, the appointed Executive Member for Learning, Skills and Employment has been consulted and is supportive.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An equality and diversity screening has been completed and attached as Appendix 3. It indicates that there are no specific implications for equality and diversity as a result of the renewal proposal of LeedsBID's second term. The Leeds City Centre BID renewal is private sector-led and supported by the Council. If successful at ballot, the Leeds City Centre BID renewal, by exempting small business from paying a BID levy provides small and independent establishments with the opportunity to grow their business, support jobs growth and enable a diverse and vibrant Leeds city centre economy.

4.3 Council Policies, Best Council Plan and Climate Emergency

4.3.1 The LeedsBID renewal proposal supports business growth and investment in Leeds City centre. It's aligned to the strategic objectives set out in our Inclusive Growth Strategy and supports our position on making an impact on Climate Change. Working with the Hubbub Foundation, LeedsBID and the Council have jointly developed and introduced the highly successful recycling and energy efficient project of "Leeds By Example". In the last 6months, the joint project has recycled 600,000 coffee cups, 65,000 tin cans and 55,000 plastic bottles making an contribution to responding to Climate change Emergency. LeedsBID has brought together over 120 businesses to operate a joint single collection service for recycling material. This has enabled a reduction in waste recycling vehicles coming into the city centre, reducing emissions as well as recycling costs for businesses by 20%. A successful ballot for a second term presents the opportunity to expand this ambition and to work collaboratively with LeedsBID to further explore how the BID can support the city in this ambition.

4.3.2 The proposals support Health & Wellbeing, our Inclusive Growth Strategy and Climate emergency challenge for the city.

4.4 Resources and value for money

4.4.1 The City Council and the Leeds city centre will benefit from increased investment that will complement existing plans to make Leeds the best city centre by 2030. The private sector and partners through activities in the business plan and BID renewal, will leverage in additional resources should the BID ballot be successful. This will be shown as additionality and identified in the baseline in Appendix 2, showing those services that the Council already provides in the LeedsBID area. The range of investment, projects, and raising of the city's profile will support the principles of an efficient and enterprising city and Council. Determination of what the projects will be is the responsibility of the LeedsBID board and analysis of the broad consultation that has taken place in producing the business plan.

4.4.2 A successful renewal will raise circa £12.5million over the new 5 year term of the BID. This BID revenue can serve as a catalyst for leveraging additional government and European funding into the city centre.

4.5 Legal Implications, Access to Information and Call In

4.5.1 BIDs are regulated by the Local Government Act 2003 and the Business Improvement Districts (England) Regulations 2004. The Council has the right of veto under the BID regulations if it feels that the LeedsBID renewal conflicts with its policies or finds it to be a significantly disproportionate financial burden on any person or class of persons. The draft renewal business plan is however considered to be in accordance with Council policies, and the full business plan is subject to approval in September 2019. No Council in the UK has to date used its power of veto.

4.6 Risk Management

4.6.1 The renewal of LeedsBID mandate for a second term is not a guarantee of a successful BID ballot. The risks involved, however are borne by the private sector BID proposer in LeedsBID. There is no financial risk to the Council of a renewal BID proposal, except for the time commitment of officers in supporting a BID renewal. However, it is noted that should the ballot for renewal be unsuccessful, then the existing BID area will default back to the arrangements that were in place prior to 2015 and the value added provided by the BID will be lost.

5.0 Conclusion

5.1 BIDs are proven mechanism for supporting investment in the trading environment through additional funding of city centre maintenance type projects, promotion and marketing, led by the private sector and supported by local authorities.

5.2 The role of a successful LeedsBID in its second term complements Leeds City Council's current step change of tremendous range of project pipeline including HS2, LPTIP, Connecting Leeds, Our Spaces Public Realm opportunities and our Inclusive Growth Strategy.

5.3 There is now considerable momentum driving the development of Leeds City Centre and a successful BID renewal presents a timely opportunity for the public and private sector to collaborate to support outcomes in Health & wellbeing, inclusive growth and contribute to climate change emergency A renewed BID for 2020 -2025 will enable the city centre to build on positive developments and ensure it is future-proof, and benefits from the return on investment of our new and emerging developments and investment.

5.4 The support of Executive Board for LeedsBID bringing forward a renewal proposal will be consistent with our current policy framework on support for BIDs. Therefore the following recommendations are being made.

6.0 Recommendations

Executive Board is recommended to:

- a) Approve the renewal ballot of LeedsBID in accordance with the role of the Local Authority as set out in the BID Regulations 2004; and confirm that the Council is satisfied that renewal proposals do not conflict with existing Council Policy;

- b) To note the draft renewal Business Plan attached as Appendix 1, with the completed business plan to be presented to Executive Board for Council support in September 2019, at which point Leeds City Council will determine its voting intention in the pending ballot;
- c) Provide a commitment to maintain provision of quality services in the BID area by approving the Baseline Services Agreement attached as Appendix 2, to include the Operating agreement;
- d) Approve the arrangements for the Council to operate the renewal ballot;
- e) Note the stages and timescales required to implement the decision as outlined in these recommendations; and that the Head of City Centre Management will be responsible for its implementation.

7.0 Background Papers¹

7.1 None.

8.0 Appendices

8.1 LeedsBID Draft Business Plan Appendix 1

8.2 Baseline Agreement Services and Operating Plan Appendix 2

8.3 Equality Impact Assessment screening form Appendix 3

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.